

**PROPERTY OWNERS AND  
MANAGERS SURVEY, 1995-1996**

**TECHNICAL DOCUMENTATION**  
POMS-95/96



# **PROPERTY OWNERS AND MANAGERS SURVEY, 1995-1996**

## **Technical Documentation**

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## **U.S. DEPARTMENT OF COMMERCE**

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*Property Owners and Managers Survey, 1995-1996* [machine-readable data file] / conducted by the Bureau of the Census for Housing and Urban Development. —Washington: Bureau of the Census [producer and distributor], 1997.

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# ABSTRACT

*Property Owners and Managers Survey, 1995-1996 Microdata File [machine-readable data file] conducted by the Bureau of the Census for the Department of Housing and Urban Development. --Washington: Bureau of the Census [producer and distributor], 1997.*

## TYPE OF FILE

Microdata.

## UNIVERSE DESCRIPTION

The universe is the approximately 29,300,000 privately owned rental housing units in the United States in 1993 that were still rental at the time of the Property Owners and Managers Survey - November 1995 to June 1996. Approximately 16,300 of these units were in sample.

## SUBJECT-MATTER DESCRIPTION

The file provides data collected from property owners and managers on various aspects of owning and managing rental housing in the United States. Information is presented on financial characteristics, expenses, management practices, tenant policy, and owner characteristics. Data are for units in both single-unit and multi-unit properties.

## GEOGRAPHIC COVERAGE

Data are available for the United States, four census regions, and by inside and outside metropolitan areas (MAs). Neither states nor individual MAs are identified.

## TECHNICAL DESCRIPTION

File Structure: Flat

File Size:

Single-Unit File: Unit record = 2,504 logical records; record length = 574 characters

Multi-Unit File: Unit record = 5,754 logical records; record length = 728 characters

## REFERENCE MATERIAL

*Property Owners and Managers Survey: 1995-1996 Technical Documentation.* The documentation includes this abstract, an overview of the survey, data file record layout, and various appendices. It is available from Administrative and Customer Services Division, Customer Services, Bureau of the Census, Washington, DC 20233.

## **RELATED PRINTED MATERIAL**

The Property Owners and Managers Survey Tabulation Package includes over 200 tabulations from the survey. It is available for purchase through HUD User, P.O. Box 6091, Rockville, MD 20849, 1-800-245-2691, FAX 1-301-251-5767.

## **FILE AVAILABILITY**

The file may be ordered from the Administrative and Customer Services Division using the Customer Services order form on the following page. It is available on 9-track tape reel (ASCII or EBCDIC, labeled or unlabeled, 6250 bpi). The file can also be made available on IBM 3480 compatible tape cartridge or CD-ROM in ASCII format.

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# OVERVIEW

## Introduction

The Property Owners and Managers Survey (POMS) was designed to learn more about rental housing and the providers of rental housing in order to better understand on whom the nation must depend to provide affordable rental housing and what motivates their rental and maintenance policies.

A nationwide sample of approximately 16,300 housing units which were rented or vacant-for-rent in the 1993 American Housing Survey National Sample (AHS-N) was selected, and a questionnaire was mailed to the property owner, manager, or other agent of the owner of each property containing a selected unit. Detailed information was collected on maintenance, management practices, tenant policy, financial aspects of rental property ownership, owner characteristics, and related topics.

Analysts can use survey results to answer the question: Who are the owners of the nation's rental units and do their actions differ greatly between different segments of the rental market? The survey results also can be used to analyze the problems facing owners and managers of rental units, and as an aid in understanding more about what are considered priorities by owners and managers.

## POMS Sample

The addresses included in the POMS sample were limited to counties and independent cities in the 438 sampling areas used for the Census Bureau's 1993 American Housing Survey (AHS) National Sample.

## Units Included

A unit (and the property containing the unit) was included in the survey if it was a privately owned rental unit in the 1993 AHS-N, and was still rental at the time of the POMS (November 1995 to June 1996). A unit was considered rental if it was either rented for cash rent, occupied by someone other than the owner without payment of cash rent, or vacant but available for rent.

## Units Excluded

The following types of units (and the properties containing these units) were either excluded from the original sample, or were identified as being out of the scope of the survey during the conduct of the survey.

- . Units owned by a public housing authority
- . Units owned by the United States Military or any other Federal agency
- . Units that were owner-occupied
- . Units that were vacant, but were available for sale only
- . Units that were vacant, but were not available for rent or sale
- . Units used primarily as second or vacation homes
- . Units that were rental at the time of the 1993 AHS-N, but were no longer rental at the time of the POMS (November 1995 to June 1996)

## **File Structure**

There are two files available.

1. Units in single-unit properties which include:
  - . Single-family detached houses
  - . Single-family attached houses, rowhouses, or townhouses
  - . Single housing units attached to a business
  - . Condominium units (house or apartment)
  - . Cooperative units (house or apartment)
  - . Mobile homes
2. Units in multi-unit properties (two or more housing units) which include:
  - . Units in apartment buildings or complexes (non-condominium or cooperative)
  - . Single-family houses with an extra unit such as a garage, attic, or basement apartment
  - . Units in duplexes or triplexes
  - . Units in any other property with two or more housing units

## **Weighting**

There is a single weight for each record. Each record represents the number of units indicated by the Final Unit Weight (variable S307 (position 566) for units in single-unit properties or M340 (position 720) for units in multi-unit properties).

## **Relationship to Other Surveys**

This survey does not duplicate work done in other Census Bureau surveys or studies that deal with rental units or properties, but can be used to supplement such surveys as the American Housing Survey (AHS) and the Residential Finance Survey (RFS).

## **Confidentiality**

Under Title 13, United States Code, the Census Bureau cannot publish or otherwise release information identifying any individual property or person to any other government agency (Federal, state, or local) or to any private organization.

Since this survey collected information from individuals (property owners and/or their agents), certain financial characteristics on the file have been topcoded to insure that the public use microdata file cannot be used to identify any owner, sample unit, or property. The individual cases above the topcode were assigned the mean value of all cases above the topcode. In some situations, the mean value above the topcode was calculated excluding "outlier" cases (cases with values far exceeding all other cases above the topcode).



# **AREA CLASSIFICATIONS**

## **UNITED STATES**

The 50 States and District of Columbia are the constituent units of the United States.

## **CENSUS REGIONS**

Census Regions are groupings of States that subdivide the United States for the presentation of data. There are four regions:

Northeast Region: Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont

Midwest Region: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin

South Region: Alabama, Arkansas, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, West Virginia

West Region: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming

## **METROPOLITAN AREAS (MAs)**

The general concept of a metropolitan area (MA) is one of a large population nucleus together with adjacent communities that have a high degree of economic and social integration with that nucleus. Some MAs are defined around two or more nuclei.

The MA classification is a statistical standard developed for use by Federal agencies in the production, analysis, and publication of data on MAs. The MAs are designated and defined by the Federal Office of Management and Budget, following a set of official published standards. These standards were developed by the interagency Federal Executive Committee on Metropolitan Areas, with the aim of producing definitions that are as consistent as possible for all MAs nationwide.

Each MA must contain either a place with a minimum population of 50,000 or a Census Bureau-defined urbanized area and a total MA population of at least 100,000 (75,000 in New England). An MA comprises one or more central counties. An MA also may include one or more outlying counties that have close economic and social relationships with the central county. The outlying

county must have a specified level of commuting to the central counties and also must meet certain standards regarding metropolitan character, such as population density, urban population, and population growth. In New England, MAs are composed of cities and towns rather than whole counties.

On the POMS public use microdata files, the territory, population, and housing units in MAs are referred to as “inside MA.” The inside MA category is subdivided into “in central city” and “not in central city.” The territory, population, and housing units located outside MAs are referred to as “outside MA.”

## HOW TO USE THE DATA DICTIONARY

The Data Dictionary describes the contents and record layout of the public-use computer tape file. The first line of each data item description gives the data name, size of the data field, the begin position of the field, and the range of the values.

The next few lines contain descriptive text and any applicable notes. Categorical value codes and labels are given where needed. Comment notes marked by an (\*) may be provided. Comments should be removed from the machine-readable version of the data dictionary before using it to help access the data file.

**Data.** Alphabetic, numeric, and the special character (-). No other special characters are used. It may be a mnemonic such as "VALUE". Data item names are unique throughout the entire file.

**Size.** Numeric. The size of a data item is given in characters. Indication of implied decimal places is provided in notes.

**Begin.** Numeric. Contains the location in the data record of the first character position of the data item field.

**Category Value.** Numeric. Contains the range of values for the given data item.

The first line of each data item description begins with the character "D" (left-justified, two characters). The "D" flag indicates lines in the data dictionary containing the name, size, the begin position and the category values (left-justified) of each data item.

This information (in machine-readable form) can be used to help access the data file. The line beginning with the character "U" describes the universe for that item. Lines containing categorical value codes and labels follow next and begin with the character "V". The special character (.) denotes the start of the value labels. Two examples of data item descriptions follow:

```
D RENT      4      10
    Monthly Rent
V      0000 .Occupied rent free
V      0001 .Amount in dollars
V      .... .Not applicable
V      1127 .Topcode amount
V      9997 .Highest possible mean value
V      .above topcode (see chapter 12)
V      9998 .Not reported'
```

```
D ELEC      1      14
    Electricity included in rent
V      1 .Yes
V      2 .No
V      8 .Not reported
V      9 .Not applicable (occupied
V      .rent free)
```



# MULTI HOUSING UNIT QUESTIONNAIRE FACSIMILE

OMB No. 0528-0174: Approval Expires 09/30/96

FORM **POMS-101**  
(8-1-95)

U.S. DEPARTMENT OF COMMERCE  
BUREAU OF THE CENSUS  
ACTING AS COLLECTING AGENT FOR  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## PROPERTY OWNERS AND MANAGERS SURVEY MULTI HOUSING UNIT PROPERTIES

**A. Rental unit**

**B. Owner/manager identification**

This questionnaire concerns the rental unit identified in item A and the property of which it is a part. The questions are about the characteristics, both physical and financial, of the property, expenses incurred in managing the property, property management issues, tenant relations and the like.

**C. Are you currently the owner, manager, or agent of the rental unit identified in item A above?**

1 ☐ Yes



**Please turn to question 1a on page 2.**

2 ☐ No

**D. Can you provide the name, address, and/or telephone number of the current owner or manager of the property?**

Any information that you can provide in the block below will be helpful to the Census Bureau in locating someone knowledgeable about the property. **After completing the information below, please return this questionnaire in the envelope provided. Thank you.**

1 ☐ Yes



Name

Title

Address

City

State

ZIP Code

Telephone number (including area code)

2 ☐ No, don't know anything about this property

**1a. Is the rental unit identified in item A on the front cover part of a property OWNED by a public housing authority?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 2a**

**b. What is the name of the public housing authority?**

**SKIP to item 80, page 31**

**2a. Is the rental unit part of a property OWNED by the United States Military or by any other Federal agency?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 3a**

**b. What is the name of the installation or agency?**

**SKIP to item 80, page 31**

**3a. Is the rental unit identified in item A on the cover —**

- 1 ☐ Rented for cash rent?  
2 ☐ Occupied by someone other than the owner without payment of cash rent?  
3 ☐ Vacant, but available for rent? (Include units that are both for rent or for sale and units that are rented but not yet occupied.)  
4 ☐ Vacant, available for sale only?  
5 ☐ Vacant, but not available for rent or sale?  
6 ☐ Occupied by the owner of the property?  
7 ☐ Used primarily as a second or vacation home by the owner or people who rent on a daily, weekly, or short-term basis?

**SKIP to item 80, page 31**

**b. Is the rental unit a —**

- 1 ☐ Unit in a property with two or more housing units?  
2 ☐ Single family detached house?  
3 ☐ Single family attached house, rowhouse or townhouse (not a condominium)?  
4 ☐ Single housing unit with business?  
5 ☐ Condominium?  
6 ☐ Co-operative?  
7 ☐ Mobile home?

**SKIP to item 80, page 31**

**GO to item 4a, page 3**

## RENTAL UNIT CHARACTERISTICS

The following questions refer to the specific RENTAL UNIT identified in item A on the front cover of the questionnaire.

**4a. What is the monthly rent for the rental unit identified in item A? (If vacant, what is the asking rent?)**

\$ \_\_\_\_\_ .00 OR  
☐ Occupied rent free  
 SKIP to item 7

**b. Are the following included in the rent?**

(1) Electricity

YES

NO

NOT  
USED

1 ☐

2 ☐

(2) Gas

1 ☐

2 ☐

3 ☐

(3) Fuel oil or other fuels

1 ☐

2 ☐

3 ☐

(4) Water

1 ☐

2 ☐

(5) Trash collection

1 ☐

2 ☐

**c. Is the monthly rent for the tenant occupying the rental unit partially or completely paid by —**

Mark (X) ALL that apply.

- 1 ☐ The Federal Section 8 certificate or voucher program?
- 2 ☐ AFDC, ADC, General Assistance, or any other welfare program?
- 3 ☐ Another Federal housing subsidy program?
- 4 ☐ Another state or local housing subsidy program?
- 5 ☐ None of the above
- 6 ☐ Unit is vacant
- 7 ☐ Don't know

**5. Is the rental unit under rent control, rent stabilization, or some other type of rent regulation?**

- 1 ☐ Yes, under rent control or rent stabilization
- 2 ☐ Yes, under some other form of rent regulation
- 3 ☐ No

**6. What is the length of lease for the rental unit?**

- 1 ☐ Less than one year or month-to-month
- 2 ☐ 1 year
- 3 ☐ More than 1 year but less than 2 years
- 4 ☐ 2 years
- 5 ☐ More than 2 years
- 6 ☐ No lease required

**7. Did the rent for the rental unit identified in item A change between the previous tenant and the current tenant? (If vacant, is the asking rent different than for the previous tenant?)**

- 1 ☐ Yes, rent increased
- 2 ☐ Yes, rent decreased
- 3 ☐ No change
- 4 ☐ No previous tenant in this unit

**8a. Is the rental unit handicapped-accessible?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 8c**

**b. Did the tenant share in the costs of handicapped-accessibility improvements?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**SKIP to item 9a**

**c. If the rental unit were to be made handicapped-accessible, would the tenant share in the costs of improvement?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**9a. In the last two years has the rental unit been inspected by a local housing inspector?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**SKIP to item 10, page 5**

**b. What was the result of the inspection?**

- 1 ☐ Passed inspection
- 2 ☐ Passed inspection subject to repairs being made
- 3 ☐ Did not pass inspection, but passed reinspection
- 4 ☐ Did not pass
- 5 ☐ Don't know



**10. In the last 5 years, was any of the following work done to the rental unit identified in item A?**

	YES	IN WHAT YEAR?	NO OR NOT NEEDED	DON'T KNOW
a. Interior painted	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. CENSUS USE ONLY				
c. Some or all kitchen appliances replaced	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Some or all bathroom fixtures replaced	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Carpets replaced	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Unit rewired	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
g. Lead-based paint removed or covered	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
h. Radon vented to the outside	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
i. Asbestos removed or covered	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
j. Inspection or spraying for pests	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
k. Heating/air conditioning unit repaired	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
l. Building roof repaired or replaced	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
m. Other major repairs to the unit - Specify <i>✓</i>				
	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	
	1 <input type="checkbox"/> →	1   9		
	1 <input type="checkbox"/> →	1   9		

## PROPERTY CHARACTERISTICS

**11. When was the building containing the rental unit identified in item A originally built?**

☐ 1990 or later – Enter the year *Z*

1 | 9 |   |   |  
Year

- 85 ☐ 1985–1989
- 80 ☐ 1980–1984
- 70 ☐ 1970–1979
- 60 ☐ 1960–1969
- 50 ☐ 1950–1959
- 40 ☐ 1940–1949
- 30 ☐ 1930–1939
- 20 ☐ 1920–1929
- 19 ☐ 1919 or earlier

**12a. What type of heating equipment is used MOST to heat the building containing the rental unit identified in item A?**

Mark (X) only ONE box.

- 1 ☐ Central warm-air furnace (with air vents or ducts to the individual rooms)
- 2 ☐ Steam or hot-water system (radiators or other system using steam or hot water)
- 3 ☐ Electric heat pump
- 4 ☐ Other built-in electric units (permanently installed in wall, ceiling, or baseboards)
- 5 ☐ Floor, wall, or other built-in, hot-air heater without ducts
- 6 ☐ Room heaters which use kerosene, gas, or oil which are VENTED to the outside through a chimney, flue, or pipes
- 7 ☐ Room heaters which use kerosene, gas, or oil which are UNVENTED
- 8 ☐ Portable electric room heaters
- 9 ☐ Stove(s)
- 10 ☐ Fireplace(s) WITH inserts (installed equipment designed to circulate more heat into the room)
- 11 ☐ Fireplace(s) with NO inserts
- 12 ☐ Other – Specify *Z*

13 ☐ None

**SKIP to item 12c, page 7**

**12b. What fuel is used MOST to heat the building?**

Mark (X) only ONE box.

- 1 ☐ Electricity
- 2 ☐ Gas
- 3 ☐ Fuel oil
- 4 ☐ Kerosene or other liquid fuel
- 5 ☐ Coal or coke
- 6 ☐ Wood
- 7 ☐ Solar energy
- 8 ☐ Other – Specify *Z*

9 ☐ None

**12c. What fuel is used MOST to heat the water for the building?**

Mark (X) only ONE box.

- 1 ☐ Electricity
- 2 ☐ Gas
- 3 ☐ Fuel oil
- 4 ☐ Kerosene or other liquid fuel
- 5 ☐ Coal or coke
- 6 ☐ Wood
- 7 ☐ Solar energy
- 8 ☐ Other - Specify

9 ☐ None

The following questions refer to the **PROPERTY**. The term **PROPERTY** refers to all land and buildings that include the rental unit identified in item A on the front cover and that are included under a single deed.

**13. How many BUILDINGS containing residential units are there on this property?**

----- Buildings

**14. How many residential housing units (separate living quarters) in this property are —**

----- Occupied?

----- Vacant for sale only?

----- Vacant for rent only?

----- Vacant for either rent or sale?

----- Vacant, not available for rent or for sale?

**15. How many residential housing units at this property are rented furnished?**

*Do not include units that provide appliances only.*

0 ☐ None

----- Furnished units

**16. How many residential housing units at this property are occupied rent free?**

*Include an owner-occupied unit as rent-free.*

0 ☐ None

----- Rent-free units

**17. Are any of the units in this property under rent control, rent stabilization, or some other type of rent regulation?**

Mark (X) ALL that apply.

- 1 ☐ Yes, one or more units are under rent control or rent stabilization  
 2 ☐ Yes, one or more units are under some other form of rent regulation  
 3 ☐ No

**18. Are the following amenities available to the tenants?**

Mark (X) ONE box on each line.

	YES-free or included in rent	YES-for additional fee	NO
a. Air conditioning	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Covered off-street parking such as a garage or carport	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Uncovered off-street parking such as a parking lot	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Swimming pool	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Shuttle bus service	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Secretarial/message service	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
g. Common room(s) for parties, etc.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
h. Organized social events	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
i. Electronic security systems for individual units	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
j. Cable television	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
k. Athletic facilities such as tennis courts, exercise room, etc.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
l. Laundry appliances in unit	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
m. Common laundry room	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
	YES <input type="checkbox"/>		NO <input type="checkbox"/>
n. Elevator	1 <input type="checkbox"/>		3 <input type="checkbox"/>
o. Security system and/or protective service for the property	1 <input type="checkbox"/>		3 <input type="checkbox"/>
p. Automatic sprinkler system for fire suppression	1 <input type="checkbox"/>		3 <input type="checkbox"/>
q. Play area with equipment for children	1 <input type="checkbox"/>		3 <input type="checkbox"/>

**19. In the last 5 years, have any of the following capital improvements or upgrades been made or started at this property?** Capital improvements are additions to the property that increase the value or upgrade the facilities.

	YES	IN WHAT YEAR?	NO	DON'T KNOW
a. Upgrading of heating system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Upgrading of the property's plumbing system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Addition or upgrading of air conditioning system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Replacement of kitchen facilities	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Renovation of bathroom facilities	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Addition of a security system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
g. Addition of a swimming pool	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
h. Addition of off-street parking	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
i. Addition of a playground or play area	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
j. Addition of handicapped/universal access improvements	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
k. Other capital improvements or upgrades to the property - Specify <i>z</i>	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	
	1 <input type="checkbox"/> →	1   9		

**20a. Does the owner employ anyone to manage this property?**

Mark (X) all that apply.

- 1 ☐ Yes, a resident manager or superintendent  
 2 ☐ Yes, a non-resident manager  
 3 ☐ Yes, a management company  
 4 ☐ No, owner manages this property → **SKIP to item 21a, page 10**

**b. Does the manager or management company —**

(1) Collect rent?

YES NO

1 ☐ 2 ☐

(2) Take applications and select new tenants?

1 ☐ 2 ☐

(3) Initiate evictions?

1 ☐ 2 ☐

(4) Make decisions on small maintenance or repair jobs?

1 ☐ 2 ☐

(5) Make decisions on large maintenance or repair jobs?

1 ☐ 2 ☐

(6) Make mortgage payments?

1 ☐ 2 ☐

(7) Make tax payments or prepare tax estimates?

1 ☐ 2 ☐

(8) Initiate legal actions other than evictions?

1 ☐ 2 ☐



**20c. How long has this property been under the current management?**

- 1 ☐ Less than 1 year
- 2 ☐ 1 up to 3 years
- 3 ☐ 3 up to 5 years
- 4 ☐ 5 years or more

**21a. What were the total actual receipts from rent for ALL residential housing units in this property for the last year for which you have complete records?**

\$ \_\_\_\_\_ .00

**b. For what twelve month period are the receipts above reported?**

Month Year Month Year  
FROM \_\_\_\_\_ TO \_\_\_\_\_

**22a. Are there any commercial (nonresidential) units in this property such as a rental office, doctor's office or any other business establishment?**

- 1 ☐ Yes
- 2 ☐ No

↓  
**SKIP to item 23**

**b. What percent of the total floor space in this property is used for commercial (nonresidential) purposes?**

\_\_\_\_\_ Percent

**c. What were the total actual receipts from rent for ALL commercial units in this property for the last year for which you have complete records?**

\$ \_\_\_\_\_ .00

**d. For what twelve month period are the receipts above reported?**

Month Year Month Year  
FROM \_\_\_\_\_ TO \_\_\_\_\_

**23. What percentage of gross rental income from this property is spent on regular maintenance? Include income from both residential and commercial units. Exclude expenditures for capital improvements.**

- 1 ☐ None (0 percent)
- 2 ☐ Less than 5 percent
- 3 ☐ 5 to 9 percent
- 4 ☐ 10 to 19 percent
- 5 ☐ 20 to 29 percent
- 6 ☐ 30 to 39 percent
- 7 ☐ 40 to 49 percent
- 8 ☐ 50 to 74 percent
- 9 ☐ 75 percent or more

**24a. What were the operating costs for this property for the last year for which you have complete records?**

Do NOT include expenditures for capital improvements reported in item 19 on page 9. Do not double count costs; include operating costs in one category only.

	YEARLY COST	OR NONE
(1) Advertising	\$ _____ .00	<input type="checkbox"/>
(2) Auto and travel	\$ _____ .00	<input type="checkbox"/>
(3) Cleaning	\$ _____ .00	<input type="checkbox"/>
(4) Commissions	\$ _____ .00	<input type="checkbox"/>
(5) Property insurance	\$ _____ .00	<input type="checkbox"/>
(6) Legal and other professional fees	\$ _____ .00	<input type="checkbox"/>
(7) Management fees	\$ _____ .00	<input type="checkbox"/>
(8) Mortgage interest paid to banks, etc.	\$ _____ .00	<input type="checkbox"/>
(9) Mortgage insurance	\$ _____ .00	<input type="checkbox"/>
(10) Other interest	\$ _____ .00	<input type="checkbox"/>
(11) Repairs and maintenance	\$ _____ .00	<input type="checkbox"/>
(12) Supplies	\$ _____ .00	<input type="checkbox"/>
(13) Real estate taxes	\$ _____ .00	<input type="checkbox"/>
(14) Utilities (electricity, gas, water and sewer, and fuel oil)	\$ _____ .00	<input type="checkbox"/>
(15) Tenant referrals	\$ _____ .00	<input type="checkbox"/>
(16) Grounds/lawn care; snow removal	\$ _____ .00	<input type="checkbox"/>
(17) Trash collection	\$ _____ .00	<input type="checkbox"/>
(18) Personnel/labor costs	\$ _____ .00	<input type="checkbox"/>
(19) Ground rent or special assessments	\$ _____ .00	<input type="checkbox"/>
(20) CENSUS USE ONLY		
(21) Other operating costs not listed above	\$ _____ .00	<input type="checkbox"/>

**b. For what twelve month period are the operating costs above reported?**

FROM      Month      Year      TO      Month      Year

**25. Which category best describes the CURRENT maintenance PROGRAM for this property?**

- 1 ☐ Most maintenance postponed, major problems handled as quickly as possible
- 2 ☐ Most minor problems postponed, major problems handled immediately
- 3 ☐ All maintenance handled immediately and preventive maintenance practiced

**26. Which category best describes maintenance PLANS for this property over the next three years?**

- 1 ☐ Most maintenance postponed, major problems handled as quickly as possible
- 2 ☐ Most minor problems postponed, major problems handled immediately
- 3 ☐ All maintenance handled immediately and preventive maintenance practiced

**27. Does this property benefit from —**

Do not include FHA, VA, or FmHA insurance or guarantees as a "benefit"

Mark (X) ALL that apply.

- 1 ☐ A government-sponsored below-market interest rate loan?
- 2 ☐ A government rental subsidy (such as Federal Section 8 payments to the project)?
- 3 ☐ A government grant for capital costs such as Section 202 or CDBG?
- 4 ☐ Property tax relief?
- 5 ☐ Federal income tax credit for low-income, old, or historic properties?
- 6 ☐ Accelerated Federal income tax depreciation for low- and moderate-income properties?
- 7 ☐ None of the above
- 8 ☐ Don't know

**28a. Is this property ELIGIBLE for LIHTC (Low-Income Housing Tax Credits)?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

SKIP to item 29a

**b. Does this property RECEIVE LIHTC?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**29a. Did this property make a profit last year?**

Mark (X) only ONE answer.

- 1 ☐ Yes
- 2 ☐ No, broke even
- 3 ☐ No, had a loss
- 4 ☐ Don't know or not sure

**b. Compared to similar properties in this area, do you think this property has been less profitable, more profitable, or about the same in the past year?**

- 1 ☐ Less profitable than similar properties
- 2 ☐ More profitable than similar properties
- 3 ☐ About the same as similar properties
- 4 ☐ Don't know or not sure

**c. In the past year, have the property values in the neighborhood where this property is located increased, decreased, or remained about the same?**

- 1 ☐ Increased
- 2 ☐ Decreased
- 3 ☐ Remained about the same
- 4 ☐ Don't know or not sure



30. When there is a vacancy at this property, do the following kinds of properties compete with this property for new tenants?	YES	NO	DON'T KNOW
a. Privately owned, nonsubsidized properties in the area	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Privately owned properties that accept Section 8 rent vouchers/certificates	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Privately owned properties with other subsidized units (not Section 8)	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Public Housing	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Other kinds of competitors - Specify <u>      </u>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	

**31a. Is this property NOW being marketed to new tenants?**

- 1 ☐ Yes  
2 ☐ No

SKIP to item 32a, page 14

b. Are any of the following types of advertising NOW used to market this property?	YES	NO	DON'T KNOW
(1) Newspaper ads	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
(2) TV/radio ads	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
(3) Apartment property guides	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
(4) Multiple Listing Service (Board of Realtors)	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
(5) "For Rent" sign at the property	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
(6) Word-of-mouth referrals through tenants	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
(7) Some other means - Specify <u>      </u>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	

c. What changes are planned in the following types of advertising in the next year?	PLAN TO USE		NO CHANGE PLANNED	HAVE NO PLAN
	LESS OFTEN	MORE OFTEN		
(1) Newspaper ads	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(2) TV/radio ads	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(3) Apartment property guides	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(4) Multiple Listing Service (Board of Realtors)	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(5) "For Rent" sign at the property	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(6) Word-of-mouth referrals through tenants	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(7) Some other means - Specify <u>      </u>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

**32a. Have any of the following methods been used to screen potential tenants for this property?**

	YES	NO
(1) Personal interviews	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(2) Responses on the application form	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(3) Credit references or credit checks	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(4) Employment checks or employer references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(5) Personal references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(6) Bank references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(7) References from previous rental agent/owner/property owners association	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(8) Proof of meeting minimum income requirement	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(9) Some other means - Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**b. Which number from above is the MOST important?**

----- Number

**33a. In the past two years, has anyone who wanted to become a tenant at this property been rejected?**

- 1 ☐ Yes  
 2 ☐ No → **SKIP to item 34, page 15**

**b. What were the reasons for the rejection(s)?**

	YES	NO
(1) Performance in personal interview	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(2) Responses to the application form	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(3) Credit or credit references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(4) References from employer or employment history	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(5) Personal references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(6) References from previous rental agent/owner/property owners association	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(7) Insufficient income to meet minimum requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(8) Unit too small for the number of persons in the household	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(9) A record of disruptive behavior in previous residences	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(10) Applicants do not "fit in" with other residents	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(11) Type of occupation - Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(12) Other reasons - Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**34. What are the most important factors considered when setting rents at this property?**

Mark (X) ALL that apply.

- 1 ☐ Last year's rent plus inflation adjustment
- 2 ☐ Last year's operating costs, including debt service on mortgages
- 3 ☐ Expected operating cost increases for the coming year
- 4 ☐ Effect on tenant turnover
- 5 ☐ Demand for rental units in the area
- 6 ☐ Vacancies at this property
- 7 ☐ Vacancies in the area
- 8 ☐ Rents for similar units at other properties in the area
- 9 ☐ Governmental rent restrictions or guidelines
- 10 ☐ Other factor(s) - *Specify*   Z

- 4 ☐ Don't know

35. What was the turnover rate at this property in the past 12 months?

- 0 ☐ None (0 percent)  
1 ☐ Less than 5 percent  
2 ☐ 5 to 9 percent  
3 ☐ 10 to 19 percent  
4 ☐ 20 to 49 percent  
5 ☐ 50 percent or more  
6 ☐ Don't know

**36a.** Are any of the following changes currently taking place or planned for this property?

Mark (X) ALL that apply.

- 1 ☐ Converting the residential rental units to condominium or cooperative ownership
- 2 ☐ Converting some or all residential rental units to nonresidential use
- 3 ☐ Renovating the residential rental units and/or replacing obsolete features while remaining a rental property
- 4 ☐ Combining units to create larger units
- 5 ☐ Working to change the tenant population
- 6 ☐ None of the above
- 7 ☐ Don't know

**SKIP to item 36d, page 16**

**b. To achieve the above changes for this property, is the management actively trying to increase tenant turnover?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 36d, page 16**

C. What techniques are used to increase tenant turnover at this property?

Mark (X) ALL that apply.

- 1 ☐ Rent increases  
2 ☐ Decreasing the level of maintenance  
3 ☐ Decreasing services to the tenant  
4 ☐ Charging fees for previously free services  
5 ☐ Other technique(s) – Specify 7

**SKIP to item 37, page 16**

**36d. Is the management actively trying to minimize tenant turnover at this property?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to Item 37**

**e. Why is the management trying to minimize tenant turnover at this property?**

Mark (X) ALL that apply.

- 1 ☐ To maintain a stable tenant population  
2 ☐ To retain desirable tenants  
3 ☐ To minimize turnover costs  
4 ☐ To lower maintenance costs  
5 ☐ Other reason(s) – Specify \_\_\_\_\_

**f. What techniques are used to minimize tenant turnover at this property?**

Mark (X) ALL that apply.

- 1 ☐ Rent concessions or reductions  
2 ☐ Increasing the level of maintenance  
3 ☐ Redecorating or upgrading the units  
4 ☐ Making other improvements to the property  
5 ☐ Improving services to the tenants  
6 ☐ Other technique(s) – Specify \_\_\_\_\_

**37. In the past year, have any real estate tax abatements or refunds been received on this property for any of the following reasons?**

YES NO DON'T KNOW

**a.** For historical preservation

1 ☐ 2 ☐ 3 ☐

**b.** Because the property houses low-income tenants

1 ☐ 2 ☐ 3 ☐

**c.** Because the property is in a low-income area

1 ☐ 2 ☐ 3 ☐

**d.** Because the property is in a targeted economic development area

1 ☐ 2 ☐ 3 ☐

**e.** Because of a real estate tax appeal or assessment

1 ☐ 2 ☐ 3 ☐

**f.** For some other reason – Specify \_\_\_\_\_

1 ☐ 2 ☐

**38. How familiar are you with the Section 8 rental subsidy certificate or voucher program?**

- 1 ☐ Very familiar  
2 ☐ Somewhat familiar  
3 ☐ Not at all familiar

**39.** In the past 6 months, about how many inquiries have been received asking whether this property accepts tenants who hold Section 8 vouchers or certificates?

- 1 ☐ None
- 2 ☐ Fewer than 5 inquiries
- 3 ☐ 5 to 9 inquiries
- 4 ☐ 10 to 19 inquiries
- 5 ☐ 20 to 49 inquiries
- 6 ☐ 50 to 99 inquiries
- 7 ☐ 100 or more inquiries
- 8 ☐ Don't know how many inquiries

**40a.** Under the current ownership have there EVER been tenants at this property whose rent was partially or completely paid with Section 8 rental subsidy certificates or vouchers?

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 40c**

**b.** How many units at this property are NOW occupied by Section 8 tenants?

\_\_\_\_\_ Units

**c.** Would you accept NEW tenants whose rent is partially or completely paid with Section 8 rental subsidy certificates or vouchers?

- 1 ☐ Yes → **SKIP to item 41a**
- 2 ☐ No

**d.** Which of the following reasons describe why you do not want to accept new Section 8 tenants at this property?

Mark (X) ALL that apply.

- 1 ☐ Concerned about ability to collect on the vouchers or certificates
- 2 ☐ Concerned about potential problems with the tenants who are part of these programs
- 3 ☐ Too many regulations connected with these programs
- 4 ☐ Too much paperwork and time involved
- 5 ☐ Rent for units in this property are too high to participate in the certificate and voucher programs (above fair market rent)
- 6 ☐ Object to government involvement in rental subsidies
- 7 ☐ Other reasons - Specify \_\_\_\_\_

**41a.** In the past two years, what percentage of tenants at this property are delinquent in their rent payments in a typical month?

- 0 ☐ None → **GO to item 42a, page 18**

\_\_\_\_\_ Percentage

**b.** Does delinquency of rent payments for this property cause a minor, moderate, or serious cash flow problem?

- 1 ☐ Minor
- 2 ☐ Moderate
- 3 ☐ Serious



**41c. In the past two years, how have you dealt with tenants who are delinquent in their rent payments?**

(1) By notifying the tenants that they are late before taking further action

YES NO

1 ☐ 2 ☐

(2) By notifying the tenants that they are late and beginning collection procedures

1 ☐ 2 ☐

(3) By beginning eviction procedures

1 ☐ 2 ☐

(4) By doing nothing and waiting for the tenants to pay

1 ☐ 2 ☐

(5) Some other way - Specify *z*

1 ☐ 2 ☐

**d. Are the characteristics of delinquent tenants at this property different from those who are not delinquent?**

1 ☐ Yes

2 ☐ No → **SKIP to item 42a**

**e. How are they different? Are they —**

YES NO

(1) From low income households?

1 ☐ 2 ☐

(2) Section 8 certificate or voucher holders?

1 ☐ 2 ☐

(3) From single-parent households?

1 ☐ 2 ☐

(4) From over-crowded units?

1 ☐ 2 ☐

(5) From households with teenage children?

1 ☐ 2 ☐

(6) From young adult or student households?

1 ☐ 2 ☐

(7) From households with one or more unemployed adults?

1 ☐ 2 ☐

(8) From households with visitors unwelcome to the management?

1 ☐ 2 ☐

(9) From households with visitors unwelcome to the tenants?

1 ☐ 2 ☐

(10) Something else? - Specify *z*

1 ☐ 2 ☐

**42a. In the past two years, how often did any of the following happen in any of the units or on the grounds of the property?**

NEVER RARELY OCCASIONALLY FREQUENTLY

(1) Vandalism to the INSIDE of unit(s)

1 ☐ 2 ☐ 3 ☐ 4 ☐

(2) Vandalism to the OUTSIDE of building or to common areas

1 ☐ 2 ☐ 3 ☐ 4 ☐

(3) Theft

1 ☐ 2 ☐ 3 ☐ 4 ☐

(4) Loud or disruptive behavior

1 ☐ 2 ☐ 3 ☐ 4 ☐

(5) Violence

1 ☐ 2 ☐ 3 ☐ 4 ☐

(6) Drug usage

1 ☐ 2 ☐ 3 ☐ 4 ☐

(7) Other undesirable behavior - Specify *z*

1 ☐ 2 ☐ 3 ☐ 4 ☐

**If ALL answers above are "Never", SKIP to item 43a, page 19, otherwise continue with item 42b, page 19.**

**42b. In the past two years, how have you dealt with undesirable or disruptive behavior at this property?**

(1) By talking to the disruptive individuals in person

YES

NO

1 ☐

2 ☐

(2) By issuing a warning in writing to the disruptive individuals

1 ☐

2 ☐

(3) By referring problem to tenants' committee for resolution

1 ☐

2 ☐

(4) By calling private security to deal with the problem

1 ☐

2 ☐

(5) By calling the police and asking them to take action

1 ☐

2 ☐

(6) By beginning eviction procedures

1 ☐

2 ☐

(7) Some other means - Specify *z*

1 ☐

2 ☐

**C. Are the characteristics of tenants who cause problems at this property different from those who do not cause problems?**

1 ☐ Yes

2 ☐ No

**SKIP to item 43a**

**d. How are they different? Are they —**

YES

NO

(1) From low income households?

1 ☐

2 ☐

(2) Section 8 certificate or voucher holders?

1 ☐

2 ☐

(3) From single-parent households?

1 ☐

2 ☐

(4) From over-crowded units?

1 ☐

2 ☐

(5) From households with teenage children?

1 ☐

2 ☐

(6) From young adult or student households?

1 ☐

2 ☐

(7) From households with one or more unemployed adults?

1 ☐

2 ☐

(8) From households with visitors who are unwelcome to the management?

1 ☐

2 ☐

(9) From households with visitors who are unwelcome to the tenants?

1 ☐

2 ☐

(10) Something else? - Specify *z*

1 ☐

2 ☐

**43a. In the past two years, how many times has the management of this property taken a tenant to court?**

1 ☐ Never

2 ☐ Once

3 ☐ Twice

4 ☐ 3 to 5 times

5 ☐ More than 5 times

**43b. In the past two years, how many times has a tenant at this property taken the management to court?**

- 1 ☐ Never
- 2 ☐ Once
- 3 ☐ Twice
- 4 ☐ 3 to 5 times
- 5 ☐ More than 5 times

**44a. In the past two years, how many times have tenant eviction procedures been started at this property?**

- 0 ☐ Never

**SKIP to item 45**

- 1 ☐ Once
- 2 ☐ Twice
- 3 ☐ 3 to 5 times
- 4 ☐ More than 5 times

**b. How would you describe the legal requirements for eviction in this jurisdiction?**

- 1 ☐ Very easy
- 2 ☐ Easy
- 3 ☐ Neither easy nor difficult
- 4 ☐ Difficult
- 5 ☐ Very difficult
- 6 ☐ Don't know

**45. Is there a tenants' council or organization at this property?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**46a. What best describes the household income of tenants at this property?**

*Mark (X) only ONE answer.*

- 1 ☐ Mostly low income
- 2 ☐ Mostly middle income
- 3 ☐ Mostly upper income
- 4 ☐ Somewhat diverse, with low and middle income tenants
- 5 ☐ Somewhat diverse, with middle and upper income tenants
- 6 ☐ Very diverse, with low, middle, and upper income tenants
- 7 ☐ Don't know

**b. Has the income mix at this property changed in the past two years?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 47, page 21**

**c. Has it become —**

*Mark (X) only ONE answer.*

- 1 ☐ More low income?
- 2 ☐ More middle income?
- 3 ☐ More upper income?
- 4 ☐ More diverse with incomes at the low, middle, and upper levels?
- 5 ☐ Don't know



**47. Do the following regulations or restrictions make it difficult to operate this rental property?** Exclude Federal, state, or local income tax codes.

	NO	YES, A LITTLE	YES, SOMEWHAT	YES, A LOT
<b>a.</b> Lead-based paint requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>b.</b> Asbestos requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>c.</b> Waste disposal requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>d.</b> Radon requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>e.</b> Water quality standards	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>f.</b> Zoning or property usage	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>g.</b> Parking restrictions in and around this property	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>h.</b> Limits on types of utility hook-ups allowed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>i.</b> Rent control, stabilization, etc.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>j.</b> Americans with Disabilities Act	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>k.</b> Historic preservation restrictions	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>l.</b> Local property taxes	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>m.</b> Other regulations or restrictions – Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
-----				

**48a. Does the local government, other than the courts, offer assistance in resolving disputes between tenants and the property management?**

- 1 ☐ Yes  
 2 ☐ No  
 3 ☐ Don't know

↓  
**SKIP to item 48c**

**b. Does the local government assist in resolving disputes by —**

- (1) Providing the opportunity for issues to be discussed at an early stage?  
 (2) Providing mediators or arbitrators to resolve disputes between parties?  
 (3) Other means? – Specify *z*

YES	NO
1 <input type="checkbox"/>	2 <input type="checkbox"/>
1 <input type="checkbox"/>	2 <input type="checkbox"/>
1 <input type="checkbox"/>	2 <input type="checkbox"/>

**c. Is there a mechanism other than the courts to arbitrate or mediate disputes between property owners and local government?**

- 1 ☐ Yes  
 2 ☐ No  
 3 ☐ Don't know

**49a. In the past year, have you had any contacts with the United States Department of Housing and Urban Development (HUD)?**

1 ☐ Yes

2 ☐ No

**SKIP to note on page 23**

**b. How many?**

\_\_\_\_\_ Number of contacts

**c. In general, how satisfied were you with your contacts with HUD?**

1 ☐ Very satisfied

2 ☐ Satisfied

3 ☐ Neither satisfied nor dissatisfied

4 ☐ Unsatisfied

5 ☐ Very unsatisfied

**Note:** The remaining items on this questionnaire are owner-oriented. They include questions about the acquisition and financing of the property and characteristics of the owner.

If the person answering this questionnaire is the owner of the property, please complete the remaining questions.

If the person answering this questionnaire is not the owner, but is the manager or other agent of the owner, please:

- Review the remaining questions and complete those you can answer.
- If any questions remain unanswered, provide the name, address, and telephone number of the owner in item 78 on page 31.
- Return the questionnaire in the pre-addressed envelope provided.

**50. In what year was the property acquired by the present owner?**

If the land was acquired before building on it, report the year the building was built. If there is more than one building included in the property, answer for the one containing the rental unit identified in item A on the cover.

1 | 9 | \_ | \_

**51. How was this property acquired?**

- 1 ☐ By purchase
- 2 ☐ Through a tax free exchange of rental property
- 3 ☐ By foreclosure or assignment
- 4 ☐ Through some other manner – Specify *z*

- 5 ☐ By inheritance or gift

SKIP to item 56a, page 24

**52a. What were the owner's reasons for acquiring this property?**

Mark (X) ALL that apply.

- 1 ☐ As a residence for self or family member(s)
- 2 ☐ To provide affordable housing in the community
- 3 ☐ For income from residential rents
- 4 ☐ For long-term capital gains
- 5 ☐ To convert from residential to nonresidential use
- 6 ☐ To convert from nonresidential to residential use
- 7 ☐ As a tax shelter for other income
- 8 ☐ As retirement security
- 9 ☐ As future security for family member(s)
- 10 ☐ Some other reason – Specify *z*

**b. Which number from those marked above was the MAIN reason for acquiring this property?**

Number

Exclude closing costs.

\$ .00

Mark (X) only ONE box.

- ☐ 1 Placed one new mortgage (land contract, etc.)  
☐ 2 Placed two or more new mortgages  
☐ 3 Assumed a mortgage(s) already on the property  
☐ 4 Assumed a mortgage already on the property AND placed a new mortgage  
☐ 5 Borrowed using assets other than this property as collateral  
☐ 6 Paid all cash – no borrowing  
☐ 7 Some other manner – Specify

Report all sources that accounted for one third or more of the down payment. If bought entirely with cash, report the source(s) of the cash.

- 1 ☐ Sale of land or other real estate  
2 ☐ Sale of previously owned stocks, shares or other securities  
3 ☐ Sale of stock or partnership shares for this project  
4 ☐ Owner's cash, bank deposits, share accounts, or bonds  
5 ☐ Borrowing using assets other than this property as collateral  
6 ☐ Other cash source - Specify 7

7 ☐ Non-cash source - Specify 7

- 8 ☐ No down payment required  
9 ☐ Don't know

\$ .00

Mark (X) ALL that apply.

- 1 ☐ Assessed value of property  
2 ☐ Recent real estate appraisal  
3 ☐ Original purchase price plus inflation  
4 ☐ Original purchase price plus improvements and inflation  
5 ☐ Selling or asking price of similar properties in area  
6 ☐ Capitalization of current rental revenues  
7 ☐ Something else – Specify

**57a. What are the reasons for continuing to own this property today?**

Mark (X) ALL that apply.

- 1 ☐ As a future residence for self or family member(s)
- 2 ☐ To provide affordable housing in the community
- 3 ☐ For income from residential rents
- 4 ☐ For long-term capital gains
- 5 ☐ To convert from residential to nonresidential use
- 6 ☐ As a tax shelter for other income
- 7 ☐ As retirement security
- 8 ☐ As future security for family member(s)
- 9 ☐ Currently for sale, but not yet sold
- 10 ☐ Can't sell because mortgage is higher than current value
- 11 ☐ Want to sell but no buyers interested at current asking price
- 12 ☐ Other reasons – Specify z

**b. Which number from those marked above is the MAIN reason for continuing to own this property today?**

\_\_\_\_\_ Number

**58. How much longer do you (the owner) expect to own this property?**

- 1 ☐ Less than 1 year
- 2 ☐ 1 up to 3 years
- 3 ☐ 3 up to 5 years
- 4 ☐ More than 5 years
- 5 ☐ Don't know

**59. Would you (the owner) acquire this property today if it were available?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know or not sure

**60a. Is there a mortgage (including deed of trust, trust deed, contract to purchase, land contract), home equity line of credit, or similar debt on this property?**

Mark (X) ALL that apply.

- 1 ☐ Yes, mortgage, deed of trust, trust deed
- 2 ☐ Yes, contract to purchase, land contract, or purchase agreement
- 3 ☐ Yes, a line of credit secured by the property or a home equity loan
- 4 ☐ Some other loan secured by the property (do not include personal loans or consumer finance loans)
- 5 ☐ No, there are no mortgages or similar debts on this property

**SKIP to item 68a, page 27**

**b. How many mortgages or similar debts are there on this property?**

\_\_\_\_\_ Mortgages/similar debts



**61a. Who services the current FIRST mortgage on this property?**

Mark (X) only ONE box.

- ☐ 1 Commercial bank or trust company
- ☐ 2 Savings and loan association, Federal savings bank
- ☐ 3 Mutual Savings bank
- ☐ 4 Life insurance company
- ☐ 5 Mortgage banker or mortgage company
- ☐ 6 Federally sponsored secondary market agency (FHLMC, FNMA, GNMA, or mortgage pool securities guaranteed by FHLMC, FNMA, or GNMA)
- ☐ 7 Conventional mortgage pool (not guaranteed by FHLMC, FNMA, or GNMA)
- ☐ 8 Other federal agencies (e.g., VA, FHA, FmHA, SBA, etc.)
- ☐ 9 Real Estate Investment Trust (REIT)
- ☐ 10 Pension fund or retirement fund
- ☐ 11 Credit union
- ☐ 12 Finance company (including consumer discount company, industrial bank, cooperative bank)
- ☐ 13 State or municipal government or housing finance agency
- ☐ 14 Individual or individual's estate
- ☐ 15 Other (e.g., real estate or construction company, philanthropic organization, fraternal society, educational endowment, etc.) – Specify \_\_\_\_\_

**b. Does the servicer also hold the mortgage?**

- 1 ☐ Yes  
2 ☐ No  
3 ☐ Don't know

62. What was the face amount of the current FIRST mortgage on this property when made?

\$ .00

**63.** Is the current FIRST mortgage on this property insured or guaranteed by —

- 1 ☐ The Federal Housing Administration (FHA)?  
2 ☐ The Department of Veterans Affairs (VA)?  
3 ☐ The Farmers Home Administration (FmHA)?  
4 ☐ A private mortgage insurance company?  
5 ☐ None of the above

64. Is the current FIRST mortgage on this property —

- 1 ☐ The same mortgage that was placed or assumed when the property was acquired?  
2 ☐ A refinancing of a previous loan?  
3 ☐ A mortgage placed on a property previously owned free and clear of debt?

**65a. In what year was the current FIRST mortgage on this property made or assumed?**

If a mortgage was refinanced or renewed, enter the year of the most recent action.

1	9	
---	---	--

**b. What is the current interest rate on the FIRST mortgage?**

Percent

**66. What type of mortgage is the current FIRST mortgage on this property?**

Mark (X) only ONE box.

- 1 ☐ Fixed-rate, level payment
- 2 ☐ Short-term with balloon payment
- 3 ☐ Adjustable rate mortgage (ARM)
- 4 ☐ Other - Specify

**67a. How much are the required regular mortgage payments on ALL mortgages on this property?**

\$        .00

OR

- 0 ☐ No regular payments required

**SKIP to item 68a**

**b. Per —**

- 1 ☐ Month
- 2 ☐ Quarter
- 3 ☐ Year
- 4 ☐ Other - Specify

**68a. Is the owner of this property a —**

Mark (X) only ONE box.

- 1 ☐ Individual investor, including joint ownership by two or more individuals, such as husband and wife?
- 2 ☐ Trustee for estate?
- 3 ☐ Limited partnership?
- 4 ☐ General partnership?
- 5 ☐ Joint venture?
- 6 ☐ Real Estate Investment Trust (REIT)?
- 7 ☐ Life insurance company?
- 8 ☐ Financial institution other than life insurance company?
- 9 ☐ Real estate corporation?
- 10 ☐ Corporation other than real estate corporations?
- 11 ☐ Housing co-operative organization or stock co-operative?
- 12 ☐ Non-profit or church-related institution or labor union?
- 13 ☐ Fraternal organization?
- 14 ☐ Other kind of institution? - Specify

**SKIP to item 78, page 31**

**b. How many owners are there?**

       Owners

The following questions refer to the OWNER of this property. The owner is the individual whose name appears on the legal deed to this property. If this is a general partnership, answer for the lead or operating general partner only. If owned by two or more individuals, answer for any one of the individuals.

**69a. What is the owner's age?**

\_\_\_\_\_ Age

**b. What is the owner's sex?**

- 1 ☐ Male  
2 ☐ Female

**c. What is the owner's race?**

- 1 ☐ White  
2 ☐ Black or African American  
3 ☐ American Indian or Alaskan Native  
4 ☐ Asian or Pacific Islander  
5 ☐ Other

**d. Is the owner of this property of Spanish/Hispanic origin?**

- 1 ☐ Yes  
2 ☐ No

**70a. Does the owner own any OTHER residential rental properties in the United States?**

- 1 ☐ Yes  
2 ☐ No

↓  
**SKIP to item 71a**

**b. How many TOTAL rental apartment units and/or rental houses does the owner own in this and other properties in the United States?**

\_\_\_\_\_ Total number of rental units

**71a. What was the owner's total gross income (before income taxes) in 1994 from ALL sources?**

- 1 ☐ Less than \$10,000  
2 ☐ \$10,000 to \$29,999  
3 ☐ \$30,000 to \$49,999  
4 ☐ \$50,000 to \$74,999  
5 ☐ \$75,000 to \$99,999  
6 ☐ \$100,000 or more

**b. What percentage of gross income came from ownership of THIS property?**

- 1 ☐ 100 percent  
2 ☐ 75 to 99 percent  
3 ☐ 50 to 74 percent  
4 ☐ 25 to 49 percent  
5 ☐ 10 to 24 percent  
6 ☐ 1 to 9 percent  
7 ☐ None, this property is losing money



Answer item 71c only if item 70a is marked "Yes"

**71c. What percentage of gross income came from ownership of ALL residential property?**

- 1 ☐ 100 percent
- 2 ☐ 75 to 99 percent
- 3 ☐ 50 to 74 percent
- 4 ☐ 25 to 49 percent
- 5 ☐ 10 to 24 percent
- 6 ☐ 1 to 9 percent
- 7 ☐ None

**72a. Does the owner contribute time to the maintenance and/or management of this property?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 73a**

**b. About how many hours per week has the owner spent on the maintenance and/or management of this property in the past 12 months?**

- 0 ☐ Less than 1 hour per week
- 1 ☐ 1 to 8 hours per week
- 2 ☐ 9 to 24 hours per week
- 3 ☐ 25 to 40 hours per week
- 4 ☐ More than 40 hours per week

**c. Did the owner receive wages or salary for work performed in the maintenance and/or management of this property in the past 12 months?**

- 1 ☐ Yes
- 2 ☐ No

**73a. What percentage of the owner's working time is devoted to all aspects of owning and managing residential rental properties?**

- 1 ☐ 100 percent

**SKIP to item 74a, page 30**

- 2 ☐ 75 to 99 percent
- 3 ☐ 50 to 74 percent
- 4 ☐ 25 to 49 percent
- 5 ☐ Less than 25 percent

**b. In addition to owning residential rental property, in what other type of work is the owner of this property involved?**

Mark (X) ALL that apply.

- 1 ☐ Executive, administrative, or managerial
- 2 ☐ Professional (legal, medical, educational, etc.)
- 3 ☐ Technical
- 4 ☐ Administrative support, clerical
- 5 ☐ Sales
- 6 ☐ Precision craft or repair
- 7 ☐ Farming, forestry, or fishing
- 8 ☐ Other
- 9 ☐ None

☐ Yes

☐ No

Mark (X) only ONE answer.

- 1 ☐ United States (including Puerto Rico)
- 2 ☐ Canada
- 3 ☐ Mexico
- 4 ☐ Central America, South America, the Caribbean
- 5 ☐ Europe
- 6 ☐ Asia excluding Middle East
- 7 ☐ Middle East, North Africa
- 8 ☐ Other Africa
- 9 ☐ Australia, New Zealand, Pacific Islands
- 10 ☐ Other – Specify *z*

1 ☐ More than once a week  
2 ☐ About once a week  
3 ☐ About twice a month  
4 ☐ About once a month  
5 ☐ Less than once a month  
6 ☐ Never or almost never

Mark (X) only ONE answer.

- 1 ☐ United States (including Puerto Rico)  
2 ☐ Canada  
3 ☐ Mexico  
4 ☐ Central America, South America, the Caribbean  
5 ☐ Europe  
6 ☐ Asia excluding Middle East  
7 ☐ Middle East, North Africa  
8 ☐ Other Africa  
9 ☐ Australia, New Zealand, Pacific Islands  
10 ☐ Other - Specify *Z*

1 ☐ Less than 1 year  
2 ☐ 1 up to 3 years  
3 ☐ 3 up to 5 years  
4 ☐ 5 up to 10 years  
5 ☐ 10 years or more

**78. Please enter below the name, address, and telephone number of the OWNER of the property containing the rental unit.**

Name	Title	
-----		
Address		
-----		
City	State	ZIP Code
-----		
Telephone number (Including area code)		
-----		

**79. Who completed this questionnaire?**

- 1 ☐ Property owner → **SKIP to item 81**
- 2 ☐ Property manager
- 3 ☐ Other agent of the owner

**80. Please enter the name, address, and telephone number of the person who completed this questionnaire.**

Name	Title	
-----		
Address		
-----		
City	State	ZIP Code
-----		
Telephone number (Including area code)		
-----		

**81. Would you be interested in receiving a summary of the survey results when they are available in 1997?**

- 1 ☐ Yes
- 2 ☐ No

**THANK YOU VERY MUCH FOR YOUR COOPERATION.**

**Please return this questionnaire in the enclosed envelope to:**

**Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132**

NOTES

FOR CENSUS USE ONLY

a.	b.	c.	d.	e.	f.	g.	h.
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# SINGLE HOUSING UNIT QUESTIONNAIRE FACSIMILE

OMB No. 0528-0174; Approval Expires 09/30/96

FORM **POMS-102**  
(8-1-95)

U.S. DEPARTMENT OF COMMERCE  
BUREAU OF THE CENSUS  
ACTING AS COLLECTING AGENT FOR  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## PROPERTY OWNERS AND MANAGERS SURVEY SINGLE HOUSING UNIT PROPERTIES

**A. Rental unit**

**B. Owner/manager identification**

This questionnaire concerns the rental unit identified in item A. The questions are about the characteristics, both physical and financial, of the unit, expenses incurred in managing the unit, management issues, tenant relations and the like.

**C. Are you currently the owner, manager, or agent of the rental unit identified in item A above?**

1 ☐ Yes



*Please turn to question 1a on page 2.*

2 ☐ No

**D. Can you provide the name, address, and/or telephone number of the current owner or manager of the rental unit?**

Any information that you can provide in the block below will be helpful to the Census Bureau in locating someone knowledgeable about the rental unit. **After completing the information below, please return this questionnaire in the envelope provided. Thank you.**

1 ☐ Yes



Name

Title

Address

City

State

ZIP Code

Telephone number (including area code)

2 ☐ No, don't know anything about this rental unit

**1a. Is the rental unit identified in item A on the front cover part of a property OWNED by a public housing authority?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 2a**

**b. What is the name of the public housing authority?**

**SKIP to item 80, page 30**

**2a. Is the rental unit part of a property OWNED by the United States Military or by any other Federal agency?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 3a**

**b. What is the name of the installation or agency?**

**SKIP to item 80, page 30**

**3a. Is the rental unit identified in item A on the cover —**

- 1 ☐ Rented for cash rent?  
2 ☐ Occupied by someone other than the owner without payment of cash rent?  
3 ☐ Vacant, but available for rent? (Include units that are both for rent or for sale and units that are rented but not yet occupied.)  
4 ☐ Vacant, available for sale only?  
5 ☐ Vacant, but not available for rent or sale?  
6 ☐ Occupied by the owner of the property?  
7 ☐ Used primarily as a second or vacation home by the owner or people who rent on a daily, weekly, or short-term basis?

**SKIP to item 80, page 30**

**b. Is the rental unit a —**

- 1 ☐ Unit in a property with two or more housing units?  
2 ☐ Single family detached house?  
3 ☐ Single family attached house, rowhouse or townhouse (not a condominium)?  
4 ☐ Single housing unit with business?  
5 ☐ Condominium?  
6 ☐ Co-operative?  
7 ☐ Mobile home?

**GO to item 4a, page 3**

**SKIP to item 80, page 30**



## RENTAL UNIT CHARACTERISTICS

The following questions refer to the specific RENTAL UNIT identified in item A on the front cover of the questionnaire.

**4a. What is the monthly rent for the rental unit? (If vacant, what is the asking rent?)**

\$ \_\_\_\_\_ .00 OR  
☐ Occupied rent free  
 SKIP to item 7

**b. Are the following included in the rent?**

(1) Electricity

YES NO NOT USED

1 ☐ 2 ☐

(2) Gas

1 ☐ 2 ☐ 3 ☐

(3) Fuel oil or other fuels

1 ☐ 2 ☐ 3 ☐

(4) Water

1 ☐ 2 ☐

(5) Trash collection

1 ☐ 2 ☐

(6) Condominium or homeowners association fee

1 ☐ 2 ☐ 3 ☐

**c. Is the monthly rent for the tenant occupying the rental unit partially or completely paid by —**

Mark (X) ALL that apply.

- 1 ☐ The Federal Section 8 certificate or voucher program?
- 2 ☐ AFDC, ADC, General Assistance, or any other welfare program?
- 3 ☐ Another Federal housing subsidy program?
- 4 ☐ Another state or local housing subsidy program?
- 5 ☐ None of the above
- 6 ☐ Unit is vacant
- 7 ☐ Don't know

**5. Is the rental unit under rent control, rent stabilization, or some other type of rent regulation?**

- 1 ☐ Yes, under rent control or rent stabilization
- 2 ☐ Yes, under some other form of rent regulation
- 3 ☐ No

**6. What is the length of lease for the rental unit?**

- 1 ☐ Less than one year or month-to-month
- 2 ☐ 1 year
- 3 ☐ More than 1 year but less than 2 years
- 4 ☐ 2 years
- 5 ☐ More than 2 years
- 6 ☐ No lease required

**7. Did the rent for the rental unit change between the previous tenant and the current tenant? (If vacant, is the asking rent different than for the previous tenant?)**

- 1 ☐ Yes, rent increased
- 2 ☐ Yes, rent decreased
- 3 ☐ No change
- 4 ☐ No previous tenant in this unit

**8a. Is the rental unit handicapped-accessible?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 8c**

**b. Did the tenant share in the costs of handicapped-accessibility improvements?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**SKIP to item 9a**

**c. If the rental unit were to be made handicapped-accessible, would the tenant share in the costs of improvement?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**9a. In the last two years has the rental unit been inspected by a local housing inspector?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**SKIP to item 10, page 5**

**b. What was the result of the inspection?**

- 1 ☐ Passed inspection
- 2 ☐ Passed inspection subject to repairs being made
- 3 ☐ Did not pass inspection, but passed reinspection
- 4 ☐ Did not pass
- 5 ☐ Don't know



**10. In the last 5 years, was any of the following work done to the rental unit identified in item A?**

YES	IN WHAT YEAR?	NO OR NOT NEEDED	DON'T KNOW
-----	---------------	------------------	------------

**a.** Interior painted

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**b.** Exterior painted

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**c.** Some or all kitchen appliances replaced

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**d.** Some or all bathroom fixtures replaced

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**e.** Carpets replaced

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**f.** Unit rewired

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**g.** Lead-based paint removed or covered

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**h.** Radon vented to the outside

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**i.** Asbestos removed or covered

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**j.** Inspection or spraying for pests

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**k.** Heating/air conditioning unit repaired

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**l.** Roof repaired or replaced

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>	3 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------	----------------------------

**m.** Other major repairs to the unit – *Specify* ✓

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	2 <input type="checkbox"/>
------------------------------	-----------------------------	----------------------------

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	
------------------------------	-----------------------------	--

1 <input type="checkbox"/> →	<u>1</u>   <u>9</u>   _   _	
------------------------------	-----------------------------	--

**11. When was the house or building containing the rental unit identified in item A originally built? (If this is a mobile home, answer for the model year.)**

☐ 1990 or later – Enter the year   

  1     9       
Year

- 85 ☐ 1985–1989  
80 ☐ 1980–1984  
70 ☐ 1970–1979  
60 ☐ 1960–1969  
50 ☐ 1950–1959  
40 ☐ 1940–1949  
30 ☐ 1930–1939  
20 ☐ 1920–1929  
19 ☐ 1919 or earlier

**12. CENSUS USE ONLY**

**13. CENSUS USE ONLY**

**14. CENSUS USE ONLY**

**15. Is the rental unit furnished?**

- 1 ☐ Yes  
2 ☐ No

**16. CENSUS USE ONLY**

**17. CENSUS USE ONLY****18. Are the following amenities available to the tenants of the rental unit?**

Mark (X) ONE box on each line.

	YES-free or included in rent	YES-for additional fee	NO
<b>a. Air conditioning</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>b. Covered off-street parking such as a garage or carport</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>c. Uncovered off-street parking such as a parking lot</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>d. Swimming pool</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>e-i. CENSUS USE ONLY</b>			
<b>j. Cable television</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>k. CENSUS USE ONLY</b>			
<b>l. Laundry facilities</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
<b>m-n. CENSUS USE ONLY</b>			
<b>o. Security system and/or protective service</b>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>

19. In the last 5 years, have any of the following capital improvements or upgrades been made or started at the rental unit? Capital improvements are additions to the property that increase the value or upgrade the facilities.	YES	IN WHAT YEAR?	NO	DON'T KNOW
a. Upgrading of heating system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
b. Upgrading of the plumbing system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
c. Addition or upgrading of air conditioning system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
d. Replacement of kitchen facilities	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
e. Renovation of bathroom facilities	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
f. Addition of a security system	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
g. Addition of a swimming pool	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
h. Addition of off-street parking	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
i. Addition of a playground or play area	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
j. Addition of handicapped/universal access improvements	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	3 <input type="checkbox"/>
k. Other capital improvements or upgrades - Specify <i>z</i>	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	
-----	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	
-----	1 <input type="checkbox"/> →	1   9	2 <input type="checkbox"/>	

**20a. Does the owner employ anyone to manage the rental unit?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 21a, page 9**

**b. Does the manager or management company —**

(1) Collect rent?

YES NO

1 ☐ 2 ☐

(2) Take applications and select new tenants?

1 ☐ 2 ☐

(3) Initiate evictions?

1 ☐ 2 ☐

(4) Make decisions on small maintenance or repair jobs?

1 ☐ 2 ☐

(5) Make decisions on large maintenance or repair jobs?

1 ☐ 2 ☐

(6) Make mortgage payments?

1 ☐ 2 ☐

(7) Make tax payments or prepare tax estimates?

1 ☐ 2 ☐

(8) Initiate legal actions other than evictions?

1 ☐ 2 ☐

**20c. How long has the rental unit been under the current management?**

- 1 ☐ Less than 1 year
- 2 ☐ 1 up to 3 years
- 3 ☐ 3 up to 5 years
- 4 ☐ 5 years or more

**21a. What were the total actual receipts from rent for the rental unit for the last year for which you have complete records?**

\$ \_\_\_\_\_ .00

**b. For what twelve month period are the receipts above reported?**

Month Year Month Year  
FROM \_\_\_\_\_ TO \_\_\_\_\_

**22. CENSUS USE ONLY**

**23. What percentage of gross rental income from the rental unit is spent on regular maintenance? Exclude expenditures for capital improvements.**

- 1 ☐ None (0 percent)
- 2 ☐ Less than 5 percent
- 3 ☐ 5 to 9 percent
- 4 ☐ 10 to 19 percent
- 5 ☐ 20 to 29 percent
- 6 ☐ 30 to 39 percent
- 7 ☐ 40 to 49 percent
- 8 ☐ 50 to 74 percent
- 9 ☐ 75 percent or more

**24a. What were the operating costs for the rental unit identified in item A for the last year for which you have complete records?**

Do NOT include expenditures for capital improvements reported in item 19 on page 8. Do not double count costs; include operating costs in one category only.

	YEARLY COST	OR NONE
(1) Advertising	\$ _____ .00	<input type="checkbox"/>
(2) Auto and travel	\$ _____ .00	<input type="checkbox"/>
(3) Cleaning	\$ _____ .00	<input type="checkbox"/>
(4) Commissions	\$ _____ .00	<input type="checkbox"/>
(5) Property insurance	\$ _____ .00	<input type="checkbox"/>
(6) Legal and other professional fees	\$ _____ .00	<input type="checkbox"/>
(7) Management fees	\$ _____ .00	<input type="checkbox"/>
(8) Mortgage interest paid to banks, etc.	\$ _____ .00	<input type="checkbox"/>
(9) Mortgage insurance	\$ _____ .00	<input type="checkbox"/>
(10) Other interest	\$ _____ .00	<input type="checkbox"/>
(11) Repairs and maintenance	\$ _____ .00	<input type="checkbox"/>
(12) Supplies	\$ _____ .00	<input type="checkbox"/>
(13) Real estate taxes	\$ _____ .00	<input type="checkbox"/>
(14) Utilities (electricity, gas, water and sewer, and fuel oil)	\$ _____ .00	<input type="checkbox"/>
(15) Tenant referrals	\$ _____ .00	<input type="checkbox"/>
(16) Grounds/lawn care; snow removal	\$ _____ .00	<input type="checkbox"/>
(17) Trash collection	\$ _____ .00	<input type="checkbox"/>
(18) Personnel/labor costs	\$ _____ .00	<input type="checkbox"/>
(19) Ground rent or special assessments	\$ _____ .00	<input type="checkbox"/>
(20) Condominium fees	\$ _____ .00	<input type="checkbox"/>
(21) Other operating costs not listed above	\$ _____ .00	<input type="checkbox"/>

**b. For what twelve month period are the operating costs above reported?**

Month Year Month Year  
FROM \_\_\_\_\_ TO \_\_\_\_\_

**25. Which category best describes the CURRENT maintenance PROGRAM for the rental unit?**

- 1 ☐ Most maintenance postponed, major problems handled as quickly as possible
- 2 ☐ Most minor problems postponed, major problems handled immediately
- 3 ☐ All maintenance handled immediately and preventive maintenance practiced

**26. Which category best describes maintenance PLANS for the rental unit over the next three years?**

- 1 ☐ Most maintenance postponed, major problems handled as quickly as possible
- 2 ☐ Most minor problems postponed, major problems handled immediately
- 3 ☐ All maintenance handled immediately and preventive maintenance practiced

**27. Does the rental unit benefit from —**

Do not include FHA, VA, or FmHA insurance or guarantees as a "benefit"

Mark (X) ALL that apply.

- 1 ☐ A government-sponsored below-market interest rate loan?
- 2 ☐ A government rental subsidy (such as Federal Section 8 payments to the project)?
- 3 ☐ A government grant for capital costs such as Section 202 or CDBG?
- 4 ☐ Property tax relief?
- 5 ☐ Federal income tax credit for low-income, old, or historic properties?
- 6 ☐ Accelerated Federal income tax depreciation for low- and moderate-income properties?
- 7 ☐ None of the above
- 8 ☐ Don't know

**28a. Is the rental unit ELIGIBLE for LIHTC (Low-Income Housing Tax Credits)?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**SKIP to Item 29a**

**b. Does the rental unit RECEIVE LIHTC?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know

**29a. Did the rental unit make a profit last year?**

Mark (X) only ONE answer.

- 1 ☐ Yes
- 2 ☐ No, broke even
- 3 ☐ No, had a loss
- 4 ☐ Don't know or not sure

**b. Compared to similar units in the area, do you think the rental unit has been less profitable, more profitable, or about the same in the past year?**

- 1 ☐ Less profitable than similar units
- 2 ☐ More profitable than similar units
- 3 ☐ About the same as similar units
- 4 ☐ Don't know or not sure

**c. In the past year, have the property values in the neighborhood where the rental unit is located increased, decreased, or remained about the same?**

- 1 ☐ Increased
- 2 ☐ Decreased
- 3 ☐ Remained about the same
- 4 ☐ Don't know or not sure

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**32a. Have any of the following methods been used to screen potential tenants for the rental unit?**

	YES	NO
(1) Personal interviews	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(2) Responses on the application form	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(3) Credit references or credit checks	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(4) Employment checks or employer references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(5) Personal references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(6) Bank references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(7) References from previous rental agent/owner/property owners association	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(8) Proof of meeting minimum income requirement	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(9) Some other means – Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**b. Which number from above is the MOST important?**

\_\_\_\_\_ Number

**33a. In the past two years, has anyone who wanted to become a tenant at the rental unit been rejected?**

- 1 ☐ Yes  
 2 ☐ No → **SKIP to item 34, page 14**

**b. What were the reasons for the rejection(s)?**

	YES	NO
(1) Performance in personal interview	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(2) Responses to the application form	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(3) Credit or credit references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(4) References from employer or employment history	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(5) Personal references	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(6) References from previous rental agent/owner/property owners association	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(7) Insufficient income to meet minimum requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(8) Unit too small for the number of persons in the household	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(9) A record of disruptive behavior in previous residences	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(10) Applicants do not "fit in" with others in area	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(11) Type of occupation – Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(12) Other reasons – Specify <i>z</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**34. What are the most important factors considered when setting the rent for the rental unit?**

Mark (X) ALL that apply.

- 1 ☐ Last year's rent plus inflation adjustment
- 2 ☐ Last year's operating costs, including debt service on mortgages
- 3 ☐ Expected operating cost increases for the coming year
- 4 ☐ Effect on tenant turnover
- 5 ☐ Demand for rental units in the area
- 7 ☐ Vacancies in the area
- 8 ☐ Rents for similar units in the area
- 9 ☐ Governmental rent restrictions or guidelines
- 10 ☐ Other factor(s) - Specify z

11 ☐ Don't know

**35. How long has the current tenant rented the unit?**

- 1 ☐ Less than 1 year
- 2 ☐ 1 up to 3 years
- 3 ☐ 3 up to 5 years
- 4 ☐ More than 5 years
- 5 ☐ Unit is now vacant

**36a. Are any of the following changes currently taking place or planned for the rental unit?**

Mark (X) ALL that apply.

- 1 ☐ Converting the rental unit to owner-occupancy
- 2 ☐ Converting the rental unit to nonresidential use
- 3 ☐ Renovating the rental unit and/or replacing obsolete features while remaining a rental unit
- 5 ☐ Working to change the type of tenant
- 6 ☐ None of the above
- 7 ☐ Don't know

**SKIP to item 36d, page 15**

**b. To achieve the above changes for the rental unit, are you actively encouraging the current tenant to vacate the unit?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 36d, page 15**

**c. What techniques are used to encourage the tenant to move out?**

Mark (X) ALL that apply.

- 1 ☐ Rent increases
- 2 ☐ Decreasing the level of maintenance
- 3 ☐ Decreasing services to the tenant
- 4 ☐ Charging fees for previously free services
- 5 ☐ Other technique(s) - Specify z

**SKIP to item 37, page 15**

**36d. Are you actively trying to discourage tenant turnover at the rental unit?**

- 1 ☐ Yes  
2 ☐ No

**SKIP to item 37**

**e. Why are you trying to discourage tenant turnover at the rental unit?**

Mark (X) ALL that apply.

- 2 ☐ To retain desirable tenants  
3 ☐ To minimize turnover costs  
4 ☐ To lower maintenance costs  
5 ☐ Other reason(s) – Specify

**f. What techniques are used to discourage tenant turnover at the rental unit?**

Mark (X) ALL that apply.

- 1 ☐ Rent concessions or reductions  
2 ☐ Increasing the level of maintenance  
3 ☐ Redecorating or upgrading the unit  
4 ☐ Making improvements to the unit  
5 ☐ Improving services to the tenant  
6 ☐ Other technique(s) – Specify

**37. In the past year, have any real estate tax abatements or refunds been received for the rental unit for any of the following reasons?**

**a.** For historical preservation

YES NO DON'T KNOW

1 ☐ 2 ☐ 3 ☐

**b.** Because the unit houses low-income tenants

1 ☐ 2 ☐ 3 ☐

**c.** Because the unit is in a low-income area

1 ☐ 2 ☐ 3 ☐

**d.** Because the unit is in a targeted economic development area

1 ☐ 2 ☐ 3 ☐

**e.** Because of a real estate tax appeal or assessment

1 ☐ 2 ☐ 3 ☐

**f.** For some other reason – Specify       

1 ☐ 2 ☐

**38. How familiar are you with the Section 8 rental subsidy certificate or voucher program?**

- 1 ☐ Very familiar  
2 ☐ Somewhat familiar  
3 ☐ Not at all familiar

**39. In the past 6 months, about how many inquiries have been received asking whether the rental unit accepts tenants who hold Section 8 vouchers or certificates?**

- 1 ☐ None
- 2 ☐ Fewer than 5 inquiries
- 3 ☐ 5 or more inquiries
- 4 ☐ Don't know how many inquiries

**40a. Under the current ownership have there EVER been tenants at the rental unit whose rent was partially or completely paid with Section 8 rental subsidy certificates or vouchers?**

- 1 ☐ Yes
- 2 ☐ No

**b. CENSUS USE ONLY**

**c. Would you accept NEW tenants whose rent is partially or completely paid with Section 8 rental subsidy certificates or vouchers?**

- 1 ☐ Yes → **SKIP to item 41a**
- 2 ☐ No

**d. Which of the following reasons describe why you do not want to accept new Section 8 tenants at the rental unit?**

Mark (X) ALL that apply.

- 1 ☐ Concerned about ability to collect on the vouchers or certificates
- 2 ☐ Concerned about potential problems with the tenants who are part of these programs
- 3 ☐ Too many regulations connected with these programs
- 4 ☐ Too much paperwork and time involved
- 5 ☐ Rent for this unit is too high to participate in the certificate and voucher programs (above fair market rent)
- 6 ☐ Object to government involvement in rental subsidies
- 7 ☐ Other reasons - Specify *✓*

**41a. In the past two years, have tenants at the rental unit been delinquent in their rent payments?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 42a, page 17**

**b. Does delinquency of rent payments for the unit cause a minor, moderate, or serious cash flow problem?**

- 1 ☐ Minor
- 2 ☐ Moderate
- 3 ☐ Serious

**41c. In the past two years, how have you dealt with tenants who are delinquent in their rent payments?**

	YES	NO
(1) By notifying the tenants that they are late before taking further action	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(2) By notifying the tenants that they are late and beginning collection procedures	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(3) By beginning eviction procedures	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(4) By doing nothing and waiting for the tenants to pay	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(5) Some other way - Specify <i>✓</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**d. CENSUS USE ONLY**

**e. Are the delinquent tenants —**

	YES	NO
(1) From a low income household?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(2) Section 8 certificate or voucher holders?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(3) From a single-parent household?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(4) From an over-crowded unit?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(5) From a household with teenage children?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(6) From a young adult or student household?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(7) From a household with one or more unemployed adults?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(8) From a household with visitors unwelcome to the owner?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(9) From a household with visitors unwelcome to the tenants?	1 <input type="checkbox"/>	2 <input type="checkbox"/>
(10) Something else? - Specify <i>✓</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>

**42a. In the past two years, how often did any of the following happen in this rental unit or on the grounds?**

	NEVER	RARELY	OCCASIONALLY	FREQUENTLY
(1) Vandalism to the INSIDE of the unit	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(2) Vandalism to the OUTSIDE of the unit or to the grounds	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(3) Theft	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(4) Loud or disruptive behavior	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(5) Violence	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(6) Drug usage	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(7) Other undesirable behavior - Specify <i>✓</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

**If ALL answers above are "Never", SKIP to item 43a, page 18, otherwise continue with item 42b, page 18.**

**42b. In the past two years, how have you dealt with undesirable or disruptive behavior at the rental unit?**

YES NO

(1) By talking to the disruptive individuals in person

1 ☐ 2 ☐

(2) By issuing a warning in writing to the disruptive individuals

1 ☐ 2 ☐

(4) By calling private security to deal with the problem

1 ☐ 2 ☐

(5) By calling the police and asking them to take action

1 ☐ 2 ☐

(6) By beginning eviction procedures

1 ☐ 2 ☐

(7) Some other means? - Specify z

1 ☐ 2 ☐

**C. CENSUS USE ONLY**

**d. Are the tenants who cause problems —**

YES NO

(1) From a low income household?

1 ☐ 2 ☐

(2) Section 8 certificate or voucher holders?

1 ☐ 2 ☐

(3) From a single-parent household?

1 ☐ 2 ☐

(4) From an over-crowded unit?

1 ☐ 2 ☐

(5) From a household with teenage children?

1 ☐ 2 ☐

(6) From a young adult or student household?

1 ☐ 2 ☐

(7) From a household with one or more unemployed adults?

1 ☐ 2 ☐

(8) From a household with visitors who are unwelcome to the owner?

1 ☐ 2 ☐

(9) From a household with visitors who are unwelcome to the tenants?

1 ☐ 2 ☐

(10) Something else? - Specify z

1 ☐ 2 ☐

**43a. In the past two years, how many times have you taken a tenant of the rental unit to court?**

1 ☐ Never

2 ☐ Once

3 ☐ More than once

**43b.** In the past two years, how many times has the tenant of the rental unit taken you to court?

- 1 ☐ Never
- 2 ☐ Once
- 3 ☐ More than once

**44a.** In the past two years, how many times have tenant eviction procedures been started at the rental unit?

- 0 ☐ Never

**SKIP to item 46a**

- 1 ☐ Once  
2 ☐ More than once

**b.** How would you describe the legal requirements for eviction in this jurisdiction?

- 1 ☐ Very easy
- 2 ☐ Easy
- 3 ☐ Neither easy nor difficult
- 4 ☐ Difficult
- 5 ☐ Very difficult
- 6 ☐ Don't know

**45. CENSUS USE ONLY**

**46a.** What best describes the household income of tenants at the rental unit?

Mark (X) only ONE answer.

- 1 ☐ Low income
- 2 ☐ Middle income
- 3 ☐ Upper income
- 7 ☐ Don't know

**46b-c. CENSUS USE ONLY**



**47. Do the following regulations or restrictions make it difficult to operate the rental unit?** Exclude Federal, state, or local income tax codes.

	NO	YES, A LITTLE	YES, SOMEWHAT	YES, A LOT
a. Lead-based paint requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
b. Asbestos requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
c. Waste disposal requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
d. Radon requirements	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
e. Water quality standards	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
f. Zoning or property usage	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
g. Parking restrictions in and around this unit	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
h. Limits on types of utility hook-ups allowed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
i. Rent control, stabilization, etc.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
j. Americans with Disabilities Act	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
k. Historic preservation restrictions	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
l. Local property taxes	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
m. Other regulations or restrictions – Specify <i>✓</i>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

**48a. Does the local government other than the courts offer assistance in resolving disputes with tenants?**

- 1 ☐ Yes  
2 ☐ No  
3 ☐ Don't know

**SKIP to item 48c**

**b. Does the local government assist in resolving disputes by —**

- (1) Providing the opportunity for issues to be discussed at an early stage?  
(2) Providing mediators or arbitrators to resolve disputes between parties?  
(3) Other means? – Specify *✓*

YES	NO
1 <input type="checkbox"/>	2 <input type="checkbox"/>
1 <input type="checkbox"/>	2 <input type="checkbox"/>
1 <input type="checkbox"/>	2 <input type="checkbox"/>

**c. Is there a mechanism other than the courts to arbitrate or mediate disputes between property owners and local government?**

- 1 ☐ Yes  
2 ☐ No  
3 ☐ Don't know



**49a. In the past year, have you had any contacts with the United States Department of Housing and Urban Development (HUD)?**

1 ☐ Yes

2 ☐ No

**SKIP to item note on page 22**

**b. How many?**

\_\_\_\_\_ Number of contacts

**c. In general, how satisfied were you with your contacts with HUD?**

1 ☐ Very satisfied

2 ☐ Satisfied

3 ☐ Neither satisfied nor dissatisfied

4 ☐ Unsatisfied

5 ☐ Very unsatisfied

**Note:** The remaining items on this questionnaire are owner-oriented. They include questions about the acquisition and financing of the rental unit and characteristics of the owner.

If the person answering this questionnaire is the owner of the rental unit, please complete the remaining questions.

If the person answering this questionnaire is not the owner, but is the manager or other agent of the owner, please:

- Review the remaining questions and complete those you can answer.
- If any questions remain unanswered, provide the name, address, and telephone number of the owner in item 78 on page 30.
- Return the questionnaire in the pre-addressed envelope provided.

**50. In what year was the rental unit acquired by the present owner?**

If the land was acquired before building on it, report the year the building was built.

1 | 9 | |

**51. How was the rental unit acquired?**

- 1 ☐ By purchase  
2 ☐ Through a tax free exchange of rental property  
3 ☐ By foreclosure or assignment  
4 ☐ Through some other manner – Specify *✓*

5 ☐ By inheritance or gift

**SKIP to item 56a, page 23**

**52a. What were the owner's reasons for acquiring the unit?**

Mark (X) ALL that apply.

- 1 ☐ As a residence for self or family member(s)  
2 ☐ To provide affordable housing in the community  
3 ☐ For income from residential rents  
4 ☐ For long-term capital gains  
5 ☐ To convert from residential to nonresidential use  
6 ☐ To convert from nonresidential to residential use  
7 ☐ As a tax shelter for other income  
8 ☐ As retirement security  
9 ☐ As future security for family member(s)  
10 ☐ Some other reason – Specify *✓*

**b. Which number from those marked above was the MAIN reason for acquiring the unit?**

\_\_\_\_\_ Number

**53. What was the purchase price for the rental unit?**

Exclude closing costs.

\$ \_\_\_\_\_ .00

**54. How was the acquisition of the unit financed?**

Mark (X) only ONE box.

- 1 ☐ Placed one new mortgage (land contract, etc.)
- 2 ☐ Placed two or more new mortgages
- 3 ☐ Assumed a mortgage(s) already on the unit
- 4 ☐ Assumed a mortgage already on the unit AND placed a new mortgage
- 5 ☐ Borrowed using assets other than this unit as collateral
- 6 ☐ Paid all cash – no borrowing
- 7 ☐ Some other manner – Specify

**55. What was the major source(s) of equity or down payment for the unit?**

Report all sources that accounted for one third or more of the down payment.  
If bought entirely with cash, report the source(s) of the cash.

- 1 ☐ Sale of land or other real estate
- 2 ☐ Sale of previously owned stocks, shares or other securities
- 4 ☐ Owner's cash, bank deposits, share accounts, or bonds
- 5 ☐ Borrowing using assets other than this unit as collateral
- 6 ☐ Other cash source – Specify

- 7 ☐ Non-cash source – Specify

- 8 ☐ No down payment required
- 9 ☐ Don't know

**56a. About how much do you think the rental unit would sell for on today's market? If you do not know, give your best estimate.**

\$ \_\_\_\_\_ .00

**b. On what did you base your estimate of current market value?**

Mark (X) ALL that apply.

- 1 ☐ Assessed value of property
- 2 ☐ Recent real estate appraisal
- 3 ☐ Original purchase price plus inflation
- 4 ☐ Original purchase price plus improvements and inflation
- 5 ☐ Selling or asking price of similar properties in area
- 6 ☐ Capitalization of current rental revenues
- 7 ☐ Something else – Specify

**57a. What are the reasons for continuing to own the rental unit today?**

Mark (X) ALL that apply.

- 1 ☐ As a future residence for self or family member(s)
- 2 ☐ To provide affordable housing in the community
- 3 ☐ For income from residential rents
- 4 ☐ For long-term capital gains
- 5 ☐ To convert from residential to nonresidential use
- 6 ☐ As a tax shelter for other income
- 7 ☐ As retirement security
- 8 ☐ As future security for family member(s)
- 9 ☐ Currently for sale, but not yet sold
- 10 ☐ Can't sell because mortgage is higher than current value
- 11 ☐ Want to sell but no buyers interested at current asking price
- 12 ☐ Other reasons - Specify *z*

**b. Which number from those marked above is the MAIN reason for continuing to own the rental unit today?**

----- Number

**58. How much longer do you (the owner) expect to own the rental unit?**

- 1 ☐ Less than 1 year
- 2 ☐ 1 up to 3 years
- 3 ☐ 3 up to 5 years
- 4 ☐ More than 5 years
- 5 ☐ Don't know

**59. Would you (the owner) acquire the unit today if it were available?**

- 1 ☐ Yes
- 2 ☐ No
- 3 ☐ Don't know or not sure

**60a. Is there a mortgage (including deed of trust, trust deed, contract to purchase, land contract), home equity line of credit, or similar debt on the rental unit?**

Mark (X) ALL that apply.

- 1 ☐ Yes, mortgage, deed of trust, trust deed
- 2 ☐ Yes, contract to purchase, land contract, or purchase agreement
- 3 ☐ Yes, a line of credit secured by the unit or a home equity loan
- 4 ☐ Some other loan secured by the unit (do not include personal loans or consumer finance loans)
- 5 ☐ No, there are no mortgages or similar debts on this unit

SKIP to item 68a, page 26

**b. How many mortgages or similar debts are there on this unit?**

----- Mortgages/similar debts

**61a. Who services the current FIRST mortgage on the rental unit?**

Mark (X) only ONE box.

- ☐ Commercial bank or trust company
- ☐ Savings and loan association, Federal savings bank
- ☐ Mutual Savings bank
- ☐ Life insurance company
- ☐ Mortgage banker or mortgage company
- ☐ Federally sponsored secondary market agency (FHLMC, FNMA, GNMA, or mortgage pool securities guaranteed by FHLMC, FNMA, or GNMA)
- ☐ Conventional mortgage pool (not guaranteed by FHLMC, FNMA, or GNMA)
- ☐ Other federal agencies (e.g., VA, FHA, FmHA, SBA, etc.)
- ☐ Real Estate Investment Trust (REIT)
- ☐ Pension fund or retirement fund
- ☐ Credit union
- ☐ Finance company (including consumer discount company, industrial bank, cooperative bank)
- ☐ State or municipal government or housing finance agency
- ☐ Individual or individual's estate
- ☐ Other (e.g., real estate or construction company, philanthropic organization, fraternal society, educational endowment, etc.) - Specify \_\_\_\_\_

**b. Does the servicer also hold the mortgage?**

- 1 ☐ Yes  
2 ☐ No  
3 ☐ Don't know

62. What was the face amount of the current FIRST mortgage on the rental unit when made?

\$ .00

**63. Is the current FIRST mortgage on the rental unit insured or guaranteed by —**

- 1 ☐ The Federal Housing Administration (FHA)?  
2 ☐ The Department of Veterans Affairs (VA)?  
3 ☐ The Farmers Home Administration (FmHA)?  
4 ☐ A private mortgage insurance company?  
5 ☐ None of the above

64. Is the current FIRST mortgage on the unit —

- 1 ☐ The same mortgage that was placed or assumed when the unit was acquired?  
2 ☐ A refinancing of a previous loan?  
3 ☐ A mortgage placed on a unit previously owned free and clear of debt?

**65a. In what year was the current FIRST mortgage on the rental unit made or assumed?**

If a mortgage was refinanced or renewed, enter the year of the most recent action.

1	9		
---	---	--	--

**b. What is the current interest rate on the FIRST mortgage?**

Percent

**66. What type of mortgage is the current FIRST mortgage on the unit?**

Mark (X) only ONE box.

- 1 ☐ Fixed-rate, level payment
- 2 ☐ Short-term with balloon payment
- 3 ☐ Adjustable rate mortgage (ARM)
- 4 ☐ Other - Specify z

**67a. How much are the required regular mortgage payments on ALL mortgages on the rental unit?**

\$ \_\_\_\_\_ .00

OR

- 0 ☐ No regular payments required

**SKIP to item 68a**

**b. Per —**

- 1 ☐ Month
- 2 ☐ Quarter
- 3 ☐ Year
- 4 ☐ Other - Specify z

**68a. Is the owner of the rental unit a —**

Mark (X) only ONE box.

- 1 ☐ Individual investor, including joint ownership by two or more individuals, such as husband and wife?
- 2 ☐ Trustee for estate?
- 3 ☐ Limited partnership?
- 4 ☐ General partnership?
- 5 ☐ Joint venture?
- 6 ☐ Real Estate Investment Trust (REIT)?
- 7 ☐ Life insurance company?
- 8 ☐ Financial institution other than life insurance company?
- 9 ☐ Real estate corporation?
- 10 ☐ Corporation other than real estate corporations?
- 11 ☐ Housing co-operative organization or stock co-operative?
- 12 ☐ Non-profit or church-related institution or labor union?
- 13 ☐ Fraternal organization?
- 14 ☐ Other kind of institution? - Specify z

**SKIP to item 78, page 30**

**b. How many owners are there?**

\_\_\_\_\_ Owners

The following questions refer to the OWNER of the rental unit. The owner is the individual whose name appears on the legal deed to this property. If this is a general partnership, answer for the lead or operating general partner only. If owned by two or more individuals, answer for any one of the individuals.

**69a. What is the owner's age?**

\_\_\_\_\_ Age

**b. What is the owner's sex?**

- 1 ☐ Male  
2 ☐ Female

**c. What is the owner's race?**

- 1 ☐ White  
2 ☐ Black or African American  
3 ☐ American Indian or Alaskan Native  
4 ☐ Asian or Pacific Islander  
5 ☐ Other

**d. Is the owner of the unit of Spanish/Hispanic origin?**

- 1 ☐ Yes  
2 ☐ No

**70a. Does the owner own any OTHER residential rental properties in the United States?**

- 1 ☐ Yes  
2 ☐ No

↓  
**SKIP to item 71a**

**b. How many TOTAL rental apartment units and/or rental houses does the owner own in the United States?**

\_\_\_\_\_ Total number of rental units

**71a. What was the owner's total gross income (before income taxes) in 1994 from ALL sources?**

- 1 ☐ Less than \$10,000  
2 ☐ \$10,000 to \$29,999  
3 ☐ \$30,000 to \$49,999  
4 ☐ \$50,000 to \$74,999  
5 ☐ \$75,000 to \$99,999  
6 ☐ \$100,000 or more

**b. What percentage of gross income came from ownership of the rental unit?**

- 1 ☐ 100 percent  
2 ☐ 75 to 99 percent  
3 ☐ 50 to 74 percent  
4 ☐ 25 to 49 percent  
5 ☐ 10 to 24 percent  
6 ☐ 1 to 9 percent  
7 ☐ None, this unit is losing money



Answer item 71c only if item 70a is marked "Yes".

**71c. What percentage of gross income came from ownership of ALL residential property?**

- 1 ☐ 100 percent
- 2 ☐ 75 to 99 percent
- 3 ☐ 50 to 74 percent
- 4 ☐ 25 to 49 percent
- 5 ☐ 10 to 24 percent
- 6 ☐ 1 to 9 percent
- 7 ☐ None

**72a. Does the owner contribute time to the maintenance and/or management of the rental unit?**

- 1 ☐ Yes
- 2 ☐ No

**SKIP to item 73a**

**b. About how many hours per week has the owner spent on the maintenance and/or management of the unit in the past 12 months?**

- 0 ☐ Less than 1 hour per week
- 1 ☐ 1 to 8 hours per week
- 2 ☐ 9 to 24 hours per week
- 3 ☐ 25 to 40 hours per week
- 4 ☐ More than 40 hours per week

**c. Did the owner receive wages or salary for work performed in the maintenance and/or management of the unit in the past 12 months?**

- 1 ☐ Yes
- 2 ☐ No

**73a. What percentage of the owner's working time is devoted to all aspects of owning and managing residential rental properties?**

- 1 ☐ 100 percent

**SKIP to item 74b, page 29**

- 2 ☐ 75 to 99 percent
- 3 ☐ 50 to 74 percent
- 4 ☐ 25 to 49 percent
- 5 ☐ Less than 25 percent

**b. In addition to owning residential rental property, in what other type of work is the owner of this unit involved?**

Mark (X) ALL that apply.

- 1 ☐ Executive, administrative, or managerial
- 2 ☐ Professional (legal, medical, educational, etc.)
- 3 ☐ Technical
- 4 ☐ Administrative support, clerical
- 5 ☐ Sales
- 6 ☐ Precision craft or repair
- 7 ☐ Farming, forestry, or fishing
- 8 ☐ Other
- 9 ☐ None

**74a. CENSUS USE ONLY**

**b. Where does the owner of the rental unit live most of the time?**

Mark (X) only ONE answer.

- 1 ☐ United States (including Puerto Rico)
  - 2 ☐ Canada
  - 3 ☐ Mexico
  - 4 ☐ Central America, South America, the Caribbean
  - 5 ☐ Europe
  - 6 ☐ Asia excluding Middle East
  - 7 ☐ Middle East, North Africa
  - 8 ☐ Other Africa
  - 9 ☐ Australia, New Zealand, Pacific Islands
  - 10 ☐ Other – Specify   Z
- 

**75. In the past 12 months, about how often did the owner visit the rental unit?**

- 1 ☐ More than once a week
- 2 ☐ About once a week
- 3 ☐ About twice a month
- 4 ☐ About once a month
- 5 ☐ Less than once a month
- 6 ☐ Never or almost never

**76. Where was the owner of this rental unit born?**

Mark (X) only ONE answer.

- 1 ☐ United States (including Puerto Rico)
  - 2 ☐ Canada
  - 3 ☐ Mexico
  - 4 ☐ Central America, South America, the Caribbean
  - 5 ☐ Europe
  - 6 ☐ Asia excluding Middle East
  - 7 ☐ Middle East, North Africa
  - 8 ☐ Other Africa
  - 9 ☐ Australia, New Zealand, Pacific Islands
  - 10 ☐ Other – Specify   Z
- 

**77. How long has the owner of this rental unit owned residential rental property?**

Include properties other than this one:

- 1 ☐ Less than 1 year
- 2 ☐ 1 up to 3 years
- 3 ☐ 3 up to 5 years
- 4 ☐ 5 up to 10 years
- 5 ☐ 10 years or more

**78. Please enter below the name, address, and telephone number of the OWNER of the rental unit.**

Name

Title

Address

City

State

ZIP Code

Telephone number (Including area code)

**79. Who completed this questionnaire?**

- 1 ☐ Property owner → **SKIP to item 81**  
2 ☐ Property manager  
3 ☐ Other agent of the owner

**80. Please enter the name, address, and telephone number of the person who completed this questionnaire.**

Name

Title

Address

City

State

ZIP Code

Telephone number (Including area code)

**81. Would you be interested in receiving a summary of the survey results when they are available in 1997?**

- 1 ☐ Yes  
2 ☐ No

**THANK YOU VERY MUCH FOR YOUR COOPERATION.**

**Please return this questionnaire in the enclosed envelope to:**

**Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132**

NOTES

NOTES

FOR CENSUS USE ONLY

a.	b.	c.	d.	e.	f.	g.	h.
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**PROPERTY OWNERS AND MANAGERS SURVEY, 1995-1996**  
**Microdata File Items**  
**INDEX TO POMS-101 Multi-Unit Property Items**

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Other Type of Work of Owner-8 Other	M327.8	OWNROTWK	687
Owner's Rsn. for Purch.-As a Tax Shelter	M275	PURTXSHL	573
Owner's Rsn. for Purch.-As Future Security for Family	M277	PURCHSEC	575
Owner's Rsn. for Purch.-As Retirement Security	M276	PURRETIR	574
Owner's Rsn. for Purch.-For Income From Rents	M271	PURCINCM	569

DESCRIPTION	NO.	NAME	LOCATION
Owner's Rsn. for Purch.-For Long-Term Cap. Gains	M272	PURCCAPG	570
Owner's Rsn. for Purch.-Other Reason	M278	PURCOTHR	576
Owner's Rsn. for Purch.-To Convert From Nonres. to Residential Use	M274	PURCRESI	572
Owner's Rsn. for Purch.-To Convert From Residential to Nonres. Use	M273	PURCNONR	571
Owner's Rsn. for Purch.-To Prov. Afford. Housing...Community	M270	PURCCOMM	568
Owner's Rsn. for Purchasing-As Residence For Self	M269	PURCSELF	567
Owner's Total Gross Income	M320	OWNRINCH	673
Payment Schedule for Monthly Mortgage Payments	M311	PAYSCHMG	658
Percent of Floor Space for Commercial Use	M89	CMRCFLR	192-194
Percent of Income Spent on Maintenance	M92	INCMaint	208-209
Percentage of Delinquent Ten. in Last 2 Years	M195	DELINTEN	489-491
Percentage of Income From All Residential Property	M322	PCTALLIN	675
Percentage of Income From This Property	M321	PCTINCH	674
Percentage of Owner's Time...Maint. or Mgmt...Res. Rental Prop.	M326	PCTOWTH	679
Presence of Commercial Units	M88	CMRCUNIT	191
Presence of Tenants' Council	M242	TCOUNCIL	538
Profitability Comparison to Similar Properties	M120	PRCTCOMP	385
Property Benefits-1 Govt. Sponsored Below Market Loan	M116.1	GVTLOAN	376
Property Benefits-2 Govt. Rental Subsidy	M116.2	GVTSUBS	377
Property Benefits-3 Govt. Grant...Section 202	M116.3	GVTGRANT	378
Property Benefits-4 Property Tax Relief	M116.4	TAXRLIEF	379
Property Benefits-5 FIT Credit for Low-Income Prop.	M116.5	FITCREDT	380
Property Benefits-6 Accel. FIT Depreciation	M116.6	FITDEPR	381
Property Eligibility for LIHTC	M117	LIHTCELI	382
Property Identification Number	M1	PIN	1-6
Property Now Being Marketed to New Tenants	M127	MKTG2NEW	392
Property Receiving LIHTC	M118	LIHTCRCV	383
Purchase Price	M280	PURPRICE	579-587
Race of Owner	M316	OWNRRACE	665
Real Estate Tax Abatement-For Historical Preservation	M183	TXABHIS	466
Real Estate Tax Abatement-For Other Reasons	M188	TXABOTHR	471
Real Estate Tax Abatement-Prop. Has Low Income Tenants	M184	TXABTNIN	467
Real Estate Tax Abatement-Prop. In Low Income Area	M185	TXABARIN	468
Real Estate Tax Abatement-Prop. in Targeted Econ. Dev. Area	M186	TXABEDEV	469
Real Estate Tax Abatement-Real Estate Tax Appeal	M187	TXABAPEL	470
Reasons for Rejection-A Record of Disruptive Behavior	M161	REJBEHAV	427
Reasons for Rejection-Applicants Do Not "Fit In"	M162	REJNOFIT	428
Reasons for Rejection-Credit or Credit References	M155	REJCRED	421
Reasons for Rejection-Employment History	M156	REJEMPL	422
Reasons for Rejection-Insufficient Income	M159	REJINC	425
Reasons for Rejection-Other	M164	REJOTHER	430
Reasons for Rejection-Performance in Personal Interview	M153	REJINTV	419
Reasons for Rejection-Personal References	M157	REJREF	423
Reasons for Rejection-References from Prev. Agent/Owner	M158	REJOWNR	424
Reasons for Rejection-Response to the Application Form	M154	REJAPPL	420
Reasons for Rejection-Type of Occupation	M163	REJOCCUP	429
Reasons for Rejection-Unit Too Small For Size of Household	M160	REJSMALL	426
Record Type	M2	RECTYP	7
Rent Change from Previous Tenant	M14	RENTCHG	25
Rent Paid By-1 Federal Section 8 Program	M11.1	RENTSEC8	19
Rent Paid By-2 AFDC, ADC, General Assist.	M11.2	RENTAFDC	20
Rent Paid By-3 Another Federal Housing Sub.	M11.3	RENTSUB	21
Rent Paid By-4 Another State or Local Sub.	M11.4	RENTSTSB	22
Rent Regulation Status-1 Rent Control or Stabil.	M46.1	RENTREG1	111
Rent Regulation Status-2 Other Rent Regulation	M46.2	RENTREG2	112
Rent Regulation Status-Unit	M12	RNTREGST	23

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Rental Receipts-Commercial Units	M90	CMRCRENT	195-203
Rental Receipts-Residential Units	M86	RENTRCPT	178-186
Rental Receipts-Time Period for Commercial-Beginning	M336	CMRCBGIN	704-707
Rental Receipts-Time Period for Commercial-End	M337	CMRCEND	708-711
Rental Receipts-Time Period for Residential-Beginning	M334	RENTBGIN	696-699
Rental Receipts-Time Period for Residential-End	M335	RENTEND	700-703
Required Monthly Mortgage Payment	M310	MTGPYMT	650-657
Restrict./Regu...Operate Property-Lead Based Paint Require.	M246	LEADPNT	542
Restrict./Regu...to Operate Property-Amer. W/Disabilities Act	M255	ADACTRES	551
Restrict./Regu...to Operate Property-Asbestos Require.	M247	ASBESREQ	543
Restrict./Regu...to Operate Property-Historic Pres. Restrict.	M256	HISTPRES	552
Restrict./Regu...to Operate Property-Limits on Utility Hookups	M253	UTILIMIT	549
Restrict./Regu...to Operate Property-Local Property Taxes	M257	PROPTX	553
Restrict./Regu...to Operate Property-Other Regu. or Restrict.	M258	OTHEREG	554
Restrict./Regu...to Operate Property-Parking Restrictions	M252	PARKRES	548
Restrict./Regu...to Operate Property-Radon Requirements	M249	RADONREQ	545
Restrict./Regu...to Operate Property-Rent Control/Stab.. Etc	M254	RENTCTRL	550
Restrict./Regu...to Operate Property-Waste Disp. Require.	M248	WASTEREQ	544
Restrict./Regu...to Operate Property-Water Quality Standards	M250	WATERREG	546
Restrict./Regu...to Operate Property-Zoning or Property Usage	M251	ZONEREG	547
Results of Inspection	M19	INSPRSLT	30
Rsn. for Cont. to Own-As Future Security for Family	M292	OWNFUTR	615
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Rsn. for Cont. to Own-As Tax Shelter	M290	OWNTXSHL	613
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Rsn. for Cont. to Own-For Long-Term Cap. Gains	M288	OWNCAPGN	611
Rsn. for Cont. to Own-Future Residence For Self	M285	OWNFSELF	608
Rsn. for Cont. to Own-Other	M286	OWNOTHR	619
Rsn. for Cont. to Own-To Convert to Nonres. Use	M289	OWNNONRE	612
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Rsn...Not Accept Sec. 8 Ten.-6 Obj. to Govt. Involvement	M194.6	NOS8SUBS	487
Rsn...Not Accept Sec. 8 Ten.-7 Other	M194.7	NOS8OTHR	488
Satisfaction With HUD Contacts	M266	HUDSATIS	563
Severity of Cash Flow Problem Caused by Delinquencies	M196	CASHDELI	492
Sex of Owner	M315	OWNERSEX	664
Source of Downpayment-1	M282	DOWNPYMT	589-591
Spanish/Hispanic Origin of Owner	M317	OWNRHISP	666
Tech...Incr. Tenant Turnover-1 Rent Increases	M179.1	INCRRENT	449
Tech...Incr. Tenant Turnover-2 Decr. Level of Maint.	M179.2	LESSMAIN	450
Tech...Incr. Tenant Turnover-3 Decr. Svc. to Tenants	M179.3	LESSSVC	451
Tech...Incr. Tenant Turnover-4 Chg. Fees for Prev. Free Svc.	M179.4	CHRGFEES	452
Tech...Incr. Tenant Turnover-5 Other Techniques	M179.5	TURNOTHR	453
Tech...Minimize Tenant Turnover-1 Rent Concessions	M182.1	RENTREDU	460
Tech...Minimize Tenant Turnover-2 Increase the Level of Maint.	M182.2	INCRMAIN	461
Tech...Minimize Tenant Turnover-3 Redecorating or Upgrading Unit	M182.3	UPGRDING	462
Tech...Minimize Tenant Turnover-4 Other Improvements	M182.4	OTHRIMPR	463
Tech...Minimize Tenant Turnover-5 Impr. Svc. to Tenants	M182.5	IMPRVSVC	464
Tech...Minimize Tenant Turnover-6 Other	M182.6	TECHOTHR	465

DESCRIPTION	NO.	NAME	LOCATION
Times a Tenant Taken Mgmt. to Court in Last 2 Years	M239	COURTTEN	535
Times Mgmt Taken a Tenant to Court in Last 2 Years	M238	COURTMGM	534
Trash Collection Included in Rent	M10	TRASH	18
Turnover Rate in Last 12 Months	M176	TURNRATE	442
Type Diff.-From Hhs With Unemployed Adults	M209	DIFFUNEM	505
Type Diff.-From Hhs With Unemployed Adults	M234	CHARUNEM	530
Type Diff.-From Hhs With Visitors Unwelcome to Mgmt.	M210	DIFFUNMG	506
Type Diff.-From Hhs With Visitors Unwelcome to Ten.	M211	DIFFUNTE	507
Type Diff.-From Hhs With Visitors Unwelcome to the Mgmt	M235	CHARUNWE	531
Type Diff.-From Hhs With Visitors Unwelcome to the Ten.	M236	CHARUNTE	532
Type Diff.-From Households With Teenage Child	M207	DIFFTEEN	503
Type Diff.-From Households With Teenage Child	M232	CHARTEEN	528
Type Diff.-From Low-Income Households	M203	DIFFLOW	499
Type Diff.-From Low-Income Households	M228	CHARLOWI	524
Type Diff.-From Overcrowded Units	M206	DIFFCRWD	502
Type Diff.-From Overcrowded Units	M231	CHARCRWD	527
Type Diff.-From Single-Parent Households	M205	DIFFSNGL	501
Type Diff.-From Single-Parent Households	M230	CHARSNGL	526
Type Diff.-From Young Adult/Student Households	M208	DIFFSTU	504
Type Diff.-From Young Adult/Student Housholds	M233	CHARSTUD	529
Type Diff.-Other	M212	DIFFOTHR	508
Type Diff.-Other	M237	CHAROTHR	533
Type Diff.-Sec. 8 Certificate Holders	M204	DIFFSEC8	500
Type Diff.-Sec. 8 Certificate Holders	M229	CHARSEC8	525
Type of First Mortgage	M309	MTGITYPE	649
Type of Owner	M312	OWNERTYP	659-660
Type of Servicer	M302	SERVICER	629-630
Unit Handicapped Accessible	M15	HANDICAP	26
Unit Inspected in Last 2 Years	M18	INSP2YRS	29
Value	592-600M283	VALUE	
Water Heating Fuel	M37	WAHEATFU	79-80
Water Included in Rent	M9	WATER	17
Where Owner Lives Most of the Time	M329	OWNRLIVE	689-690
Where Was Owner Born	M331	OWNRBORN	692-693
Who Completed the Questionnaire	M333	CMPLQUES	695
Why is Mgmt...Min. Tenant Turnover-1 Maint. Stable Tenant Pop.	M181.1	STABLPOP	455
Why is Mgmt...Min. Tenant Turnover-2 Retain Desirable Tenants	M181.2	RETAIN	456
Why is Mgmt...Min. Tenant Turnover-3 Minimize Turnover Costs	M181.3	MINCOSTS	457
Why is Mgmt...Min. Tenant Turnover-4 Lower Maint. Costs	M181.4	LOWRCOST	458
Why is Mgmt...Min. Tenant Turnover-5 Other	M181.5	MINIOTHR	459
Will Tenant Share in Costs of Accessibility	M17	TENCOST2	28
Work Done In Last 5 Years-Asbestos Removed	M27	ASBSTRMV	52-54
Work Done In Last 5 Years-Bathroom Fixtures Replaced	M22	BATHFIX	37-39
Work Done In Last 5 Years-Building Roof Repaired	M30	ROOF	61-63
Work Done In Last 5 Years-Carpets Replaced	M23	CARPTREP	40-42
Work Done In Last 5 Years-Heating/AC Unit Repaired	M29	HEATAC	58-60
Work Done In Last 5 Years-Inspection for Pests	M28	PESTINSP	55-57
Work Done In Last 5 Years-Interior Painted	M20	INTPAINT	31-33
Work Done In Last 5 Years-Kitchen Appliances Replaced	M21	APLNCREP	34-36
Work Done In Last 5 Years-Lead-Based Paint Removed	M25	PAINTRMV	46-48
Work Done In Last 5 Years-Other Major Repairs - 1	M31	REPOTHR1	64-66
Work Done In Last 5 Years-Other Major Repairs - 2	M32	REPOTHR2	67-69
Work Done In Last 5 Years-Other Major Repairs - 3	M33	REPOTHR3	70-72
Work Done In Last 5 Years-Radon Vented	M26	RADONVNT	49-51
Work Done In Last 5 Years-Unit Rewired	M24	REWIRED	43-45
Would Owner Accept New Sec. 8 Tenants	M193	SEC8NEW	481

DESCRIPTION	NO.	NAME	LOCATION
Would Owner Buy Again Today	M299	BUYAGAIN	623
Year Built	M34	YRBUILT	73-74
Year First Mortgage Made	M307	MTG1YRMD	643-644
Year Property Acquired	M267	YRPROPAQ	564-565

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Source of Downpayment-1	M282	DOWNPYMT	589-591
Spanish/Hispanic Origin of Owner	M317	OWNRHISP	666
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**PROPERTY OWNERS AND MANAGERS SURVEY, 1995-1996**  
Variable Listing  
**POMS-101 Multi-Unit Property Items**

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**PROPERTY OWNERS AND MANAGERS SURVEY, 1995-1996**  
Variable Listing  
**FOMS-102 Single-Unit Property Items**

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## RECORD LAYOUT

### PROPERTY OWNERS AND MANAGERS SURVEY, 1995-1996 Microdata File Items POMS-101 Multi-Unit Property Items

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PIN	Property Identification Number  000001 = First record .. .. 999999 = Last record	M1	6	1-6
RECTYP	Record Type  7 = Unit in a multi-unit property	M2	1	7
REGION	Location of Property-Region  1 = Northeast 2 = Midwest 3 = South 4 = West	M3	1	8
INMA	Location of Property-Inside/Outside MA  1 = Inside MA/in central city 2 = Inside MA/not in central city 3 = Outside MA	M4	1	9
RENT	Monthly Rent  0000 = Occupied rent free 0001 = Amount in dollars .. .. 1127 = Topcode amount 9997 = Highest possible mean value above topcode (see chapter 12) 9998 = Not reported	M5	4	10-13
ELEC	Electricity Included in Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (occupied rent free)	M6	1	14

NAME	DESCRIPTION	NO.	SIZE	LOCATION
GAS	Gas Included in Rent  1 = Yes 2 = No 3 = Not used 8 = Not reported 9 = Not applicable (occupied rent free)	M7	1	15
OTHFUEL	Fuel Oil or Other Fuels Included in Rent  1 = Yes 2 = No 3 = Not used 8 = Not reported 9 = Not applicable (occupied rent free)	M8	1	16
WATER	Water Included in Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (occupied rent free)	M9	1	17
TRASH	Trash Collection Included in Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (occupied rent free)	M10	1	18
RENTSEC8	Rent Paid By-1  0 = Response not selected 1 = Federal Section 8 Program 8 = Not reported (no responses M11.1-M11.4 selected) 9 = Not applicable (occupied rent free)	M11.1	4	19
RENTAFDC	Rent Paid By-2  0 = Response not selected 2 = AFDC, ADC, General Assistance, other 8 = Not reported (no responses M11.1-M11.4 selected) 9 = Not applicable (occupied rent free)	M11.2	1	20
RENTSUB	Rent Paid By-3  0 = Response not selected 3 = Another Federal housing subsidy program 8 = Not reported (no responses M11.1-M11.4 selected) 9 = Not applicable (occupied rent free)	M11.3	1	21

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RENTSTSB	Rent Paid By-4	M11.4	1	22
	0 = Response not selected 4 = Another state or local housing subsidy program 5 = None of the programs helps pay rent 6 = Unit is vacant 7 = Respondent doesn't know 8 = Not reported (no responses M11.1-M11.4 selected) 9 = Not applicable (occupied rent free)  Note: M11.1 through M11.4 should be considered 1 item			
RNTREGST	Rent Regulation Status-Unit	M12	1	23
	1 = Yes, under rent control or stabilization 2 = Yes, some other form of rent regulation 3 = No 8 = Not reported 9 = Not applicable (occupied rent free)			
LEASETME	Length of Lease	M13	1	24
	1 = Less than one year or month-to-month 2 = 1 year 3 = More than 1 year but less than 2 years 4 = 2 years 5 = More than 2 years 6 = No lease required 8 = Not reported 9 = Not applicable (occupied rent free)			
RENTCHG	Rent Change from Previous Tenant	M14	1	25
	1 = Yes, rent increased 2 = Yes, rent decreased 3 = No change 4 = No previous tenant in this unit 8 = Not reported			
HANDICAP	Unit Handicapped Accessible	M15	1	26
	1 = Yes 2 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
TENCOST1	Did Tenant Share in Costs of Accessibility  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not handicapped-accessible)	M16	1	27
TENCOST2	Will Tenant Share in Costs of Accessibility  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (already handicapped-accessible)	M17	1	28
INSP2YRS	Unit Inspected in Last 2 Years  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M18	1	29
INSPRSLT	Results of Inspection  1 = Passed inspection 2 = Passed inspection subject to repairs 3 = Did not pass, but passed reinspection 4 = Did not pass 5 = Don't know 8 = Not reported 9 = Not applicable (not inspected)	M19	1	30
INTPAINT	Work Done In Last 5 Years-Interior Painted  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M20	3	31-33

NAME	DESCRIPTION	NO.	SIZE	LOCATION
APLNCREP	Work Done In Last 5 Years-Kitchen Appliances Replaced	M21	3	34-36
	200 = No or not needed			
	300 = Don't know			
	190 = Yes, in 1990			
	..			
	..			
	195 = Yes, in 1995			
	198 = Yes, year not reported			
	998 = Not reported			
BATHFIX	Work Done In Last 5 Years-Bathroom Fixtures Replaced	M22	3	37-39
	200 = No or not needed			
	300 = Don't know			
	190 = Yes, in 1990			
	..			
	..			
	195 = Yes, in 1995			
	198 = Yes, year not reported			
	998 = Not reported			
CARPTREP	Work Done In Last 5 Years-Carpets Replaced	M23	3	40-42
	200 = No or not needed			
	300 = Don't know			
	190 = Yes, in 1990			
	..			
	..			
	195 = Yes, in 1995			
	198 = Yes, year not reported			
	998 = Not reported			
REWIRE	Work Done In Last 5 Years-Unit Rewired	M24	3	43-45
	200 = No or not needed			
	300 = Don't know			
	190 = Yes, in 1990			
	..			
	..			
	195 = Yes, in 1995			
	198 = Yes, year not reported			
	998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PAINTRMV	Work Done In Last 5 Years-Lead-Based Paint Removed  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M25	3	46-48
RADONVNT	Work Done In Last 5 Years-Radon Vented  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M26	3	49-51
ASBSTRMV	Work Done In Last 5 Years-Asbestos Removed  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M27	3	52-54
PEST'NSP	Work Done In Last 5 Years-Inspection for Pests  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M28	3	55-57
HEATAC	Work Done In Last 5 Years-Heating/ AC Unit Repaired  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. ..	M29	3	58-60

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
ROOF	Work Done In Last 5 Years-Building Poof Repaired	M30	3	61-63
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
REPOTHR1	Work Done In Last 5 Years-Other Major Repairs - 1	M31	3	64-66
	200 = No or not needed 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" repairs			
REPOTHR2	Work Done In Last 5 Years-Other Major Repairs - 2	M32	3	67-69
	190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" repairs			
REPOTHR3	Work Done In Last 5 Years-Other Major Repairs - 3	M33	3	70-72
	190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" repairs			
YRBUILT	Year Built	M34	2	73-74
	19 = 1919 or earlier 20 = 1920-1929 30 = 1930-1939 40 = 1940-1949 50 = 1950-1959 60 = 1960-1969			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	70 = 1970-1979 80 = 1980-1984 85 = 1985-1989 90 = 1990 91 = 1991 92 = 1992 93 = 1993 98 = Not reported			
HEATEQ	Heating Equipment	M35	2	75-76
	01 = Central warm air furnace 02 = Steam or hot water system 03 = Electric heat pump 04 = Other Built-In Electric Units 05 = Floor, wall, or other built-in, hot-air heater without ducts 06 = Room heaters...vented to the outside... 07 = Room heaters...unvented 08 = Portable electric room heaters 09 = Stove(s) 10 = Fireplace(s) with inserts 11 = Fireplace(s) with no inserts 12 = Other 13 = None 98 = Not reported			
HEATFUEL	Building Heating Fuel	M36	2	77-78
	01 = Electricity 02 = Gas 03 = Fuel oil 04 = Kerosene or other liquid fuel 05 = Coal or coke 06 = Wood 07 = Solar energy 08 = Other 09 = None 98 = Not reported 99 = Not applicable (no heating equipment)			
WAHEATFU	Water Heating Fuel	M37	2	79-80
	01 = Electricity 02 = Gas 03 = Fuel oil 04 = Kerosene or other liquid fuel 05 = Coal or coke 06 = Wood 07 = Solar energy 08 = Other 09 = None 98 = Not reported			



NAME	DESCRIPTION	NO.	SIZE	LOCATION
BLDGNUM	Number of Buildings	M38	3	81-83
	001 = 1 building			
	..			
	068 = Topcode amount			
	997 = Highest possible mean value above topcode (see chapter 12)			
	998 = Not reported			
OCCUPNUM	Number of Occupied Units	M39	5	84-88
	00000 = None			
	00001 = 1 unit			
	..			
	00677 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
VACSALE	Number of Vacant For Sale Only Units	M40	4	89-92
	0000 = None			
	0001 = 1 unit			
	..			
	0070 = Topcode amount			
	9997 = Highest possible mean value above topcode (see chapter 12)			
	9998 = Not reported			
VACRENT	Number of Vacant For Rent Only Units	M41	4	93-96
	0000 = None			
	0001 = 1 unit			
	..			
	0095 = Topcode amount			
	9997 = Highest possible mean value above topcode (see chapter 12)			
	9998 = Not reported			
VACSLRN	Number of Vacant Units Either For Rent or Sale	M42	4	97-100
	0000 = None			
	0001 = 1 unit			
	..			
	0124 = Topcode amount			
	9997 = Highest possible mean value above topcode (see chapter 12)			
	9998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
VACNUM	Number of Vacant Units Not Available  000 = None 001 = 1 unit .. 023 = Topcode amount 997 = Highest possible mean value above topcode (see chapter 12) 998 = Not reported	M43	3	101-103
FURNSNUM	Number of Furnished Units  0000 = None 0001 = 1 unit .. 0241 = Topcode amount 9997 = Highest possible mean value above topcode (see chapter 12) 9998 = Not reported	M44	4	104-107
RENTFREE	Number of Rent Free Units  000 = None 001 = 1 unit .. 007 = Topcode amount 997 = Highest possible mean value above topcode (see chapter 12) 998 = Not reported	M45	3	108-110
RENTREG1	Rent Regulation Status-1  0 = Response not selected 1 = One or more units under rent control or rent stabilization 8 = Not reported (no responses M46.1-M46.2 selected)	M46.1	1	111
RENTREG2	Rent Regulation Status-2  0 = Response not selected 2 = One or more units under some other form of rent regulation 3 = No units under rent regulation 8 = Not reported (no responses M46.1-M46.2 selected)  Note: M46.1 through M46.2 should be considered 1 item	M46.2	1	112
AIRCOND	Amenities Available-Air Conditioning  1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No	M47	1	113

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	8 = Not reported			
OFFCVPRK	Amenities Available-Covered Off-Street Parking	M48	1	114
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
OFFUCPRK	Amenities Available-Uncovered Off-Street Parking	M49	1	115
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
SWIMPOOL	Amenities Available-Swimming Pool	M50	1	116
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
SHUTLBUS	Amenities Available-Shuttle Bus Service	M51	1	117
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
MESSNSVC	Amenities Available-Secretarial/Message Service	M52	1	118
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
PARTYRM	Amenities Available-Common Rooms for Parties	M53	1	119
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
SOCEVENT	Amenities Available-Organized Social Events	M54	1	120
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
SECSYSUN	Amenities Available-Electronic Security System for Unit	M55	1	121
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
CABLETV	Amenities Available-Cable TV	M56	1	122
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
ATHLETIC	Amenities Available-Athletic Facilities	M57	1	123
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
LNDRYAPP	Amenities Available-Laundry Appliances in Unit	M58	1	124
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
LNDRYRM	Amenities Available-Common Laundry Room	M59	1	125
	1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported			
ELEVATOR	Amenities Available-Elevator	M60	1	126
	1 = Yes 3 = No 8 = Not reported			
SECSYSPP	Amenities Available-Security System for Property	M61	1	127
	1 = Yes 3 = No 8 = Not reported			
SPRINKLR	Amenities Available-Automatic Sprinkler System	M62	1	128
	1 = Yes 3 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PLAYAREA	Amenities Available-Play Area for Children  1 = Yes 3 = No 8 = Not reported	M63	1	129
HEATUPGR	Capital Improve. in Last 5 Years-Upgrading Heating System  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M64	3	130-132
PLMBUPGR	Capital Improve. in Last 5 Years-Upgrading Plumbing System  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M65	3	133-135
AIRCUPGR	Capital Improve. in Last 5 Years-Add or Upgrade AC  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M66	3	136-138
KTCHREPL	Capital Improve. in Last 5 Years-Replacement of Kitchen Facilities  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M67	3	139-141

NAME	DESCRIPTION	NO.	SIZE	LOCATION
BATHRNOV	Capital Improve. in Last 5 Years-Renovation of Bathroom Facilities	M68	3	142-144
	200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
SECURADD	Capital Improve. in Last 5 Years-Addition of Security System	M69	3	145-147
	200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
POOLADD	Capital Improve. in Last 5 Years-Addition of Swimming Pool	M70	3	148-150
	200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
OFFPRKAD	Capital Improve. in Last 5 Years-Addition of Off-Street Parking	M71	3	151-153
	200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PLAYGRAD	Capital Improve. in Last 5 Years-Addition of Playground  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M72	3	154-156
HNDCPADD	Capital Improve. in Last 5 Years-Addition of Handicap Accessibility Improvements  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	M73	3	157-159
IMPROTH1	Capital Improve. in Last 5 Years-Other-1  200 = No 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" improvements	M74	3	160-162
IMPROTH2	Capital Improve. in Last 5 Years-Other-2  190 = Yes, in 1990 .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" improvements	M75	3	163-165
EMPLRMGR	Does Owner Employ Manager-1  0 = Response not selected 1 = Yes, resident manager 8 = Not reported (no responses M76.1-M76.3 selected)	M76.1	1	166
EMPLNRMG	Does Owner Employ Manager-2  0 = Response not selected 2 = Yes, non-resident manager 8 = Not reported (no responses M76.1-M76.3 selected)	M76.2	1	167

NAME	DESCRIPTION	NO.	SIZE	LOCATION
EMPMGTCO	Does Owner Employ Manager-3  0 = Response not selected 3 = Yes, management company 4 = No 8 = Not reported (no responses M76.1-M76.3 selected)  Note: M76.1 through M76.2 should be considered 1 item	M76.3	1	168
COLLRENT	Management's Duties-Collect Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)	M77	1	169
TAKEAPPL	Management's Duties-Take Applications/ Select  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)	M78	1	170
EVICTON	Management's Duties-Initiate Evictions  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)	M79	1	171
SMALLJOB	Management's Duties-Make Decisions on Small Jobs  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)	M80	1	172
LARGEJOB	Management's Duties-Make Decisions on Large Jobs  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)	M81	1	173



NAME	DESCRIPTION	NO.	SIZE	LOCATION
PAYMTG	Management's Duties-Make Mortgage Payments	M82	1	174
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)			
PAYTAX	Management's Duties-Make Tax Payments	M83	1	175
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)			
LEGALACT	Management's Duties-Initiate Legal Action	M84	1	176
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (owner manages property)			
MGMTTIME	Length of Current Management	M85	1	177
	1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = 5 years or more 8 = Not reported 9 = Not applicable (owner manages property)			
RENTRCPT	Rental Receipts-Residential Units	M86	9	178-186
	000000000 = None 000000001 = Amount in dollars .. .. 004799999 = Topcode amount 999999997 = Highest possible mean value above topcode (see chapter 12) 999999998 = Not reported			
FILLER	Blank	M87	4	187-190
CMRCUNIT	Presence of Commercial Units	M88	1	191
	1 = Yes 2 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CMRCFLR	Percent of Floor Space for Commercial Use  001 = 1 percent .. .. 099 = 99 percent 998 = Not reported 999 = Not applicable (no commercial units)	M89	3	192-194
CMRCRENT	Rental Receipts-Commercial Units  000000000 = None 000000001 = Amount in dollars .. .. 001145607 = Topcode amount 999999997 = Highest possible mean value above topcode (see chapter 12) 999999998 = Not reported 999999999 = Not applicable (no commercial units)	M90	9	195-203
FILLER	Blank	M91	4	204-207
INCMMAINT	Percent of Income Spent on Maintenance  01 = None (0 percent) 02 = Less than 5 percent 03 = 5 to 9 percent 04 = 10 to 19 percent 05 = 20 to 29 percent 06 = 30 to 39 percent 07 = 40 to 49 percent 08 = 50 to 74 percent 09 = 75 percent or more 98 = Not reported	M92	2	208-209
ADVCOSTS	Operating Costs-Advertising  00000000 = None 000000001 = Amount in dollars .. .. 00074999 = Topcode amount 999999997 = Highest possible mean value above topcode (see chapter 12) 999999998 = Not reported	M93	8	210-217
AUTOCOST	Operating Costs-Auto and Travel  00000000 = None 000000001 = Amount in dollars .. ..	M94	8	218-225

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	00019381 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
CLEANCST	Operating Costs-Cleaning	M95	8	226-233
	00000000 = None 00000001 = Amount in dollars .. .. 00097999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
COMMCOST	Operating Costs-Commissions	M96	8	234-241
	00000000 = None 00000001 = Amount in dollars .. .. 00055235 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
INSURCST	Operating Costs-Property Insurance	M97	8	242-249
	00000000 = None 00000001 = Amount in dollars .. .. 00099999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
LEGALFEE	Operating Costs-Legal and Professional Fees	M98	8	250-257
	00000000 = None 00000001 = Amount in dollars .. .. 00051999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
MGMTFEES	Operating Costs-Management Fees	M99	8	258-265
	00000000 = None 00000001 = Amount in dollars .. ..			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	00248999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
MTGINT	Operating Costs-Mortgage Interest	M100	8	266-273
	00000000 = None 00000001 = Amount in dollars .. .. 01656211 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
MTGINS	Operating Costs-Mortgage Insurance	M101	8	274-281
	00000000 = None 00000001 = Amount in dollars .. .. 00156851 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported  See Variable M112.1 to determine if any operating costs reported together			
OTHERINT	Operating Costs-Other Interest	M102	8	282-289
	00000000 = None 00000001 = Amount in dollars .. .. 00287999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
REPAIRS	Operating Costs-Repairs and Maintenance	M103	8	290-297
	00000000 = None 00000001 = Amount in dollars .. .. 00406599 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
SUPPLIES	Operating Costs-Supplies	M104	8	298-305
	00000000 = None			
	00000001 = Amount in dollars			
	..			
	..			
	00107999 = Topcode amount			
	99999997 = Highest possible mean value above topcode (see chapter 12)			
	99999998 = Not reported			
RETAXES	Operating Costs-Real Estate Taxes	M105	8	306-313
	00000000 = None			
	00000001 = Amount in dollars			
	..			
	..			
	00419507 = Topcode amount			
	99999997 = Highest possible mean value above topcode (see chapter 12)			
	99999998 = Not reported			
	See Variable M112.1 to determine if any operating costs reported together			
UTILCOST	Operating Costs-Utilities and Fuels	M106	8	314-321
	00000000 = None			
	00000001 = Amount in dollars			
	..			
	..			
	00449999 = Topcode amount			
	99999997 = Highest possible mean value above topcode (see chapter 12)			
	99999998 = Not reported			
RFERCOST	Operating Costs-Tenant Referrals	M107	8	322-329
	00000000 = None			
	00000001 = Amount in dollars			
	..			
	..			
	00040746 = Topcode amount			
	99999997 = Highest possible value above topcode (see chapter 12)			
	99999998 = Not reported			
LAWNCOST	Operating Costs-Ground/Lawn/Snow Care	M108	8	330-337
	00000000 = None			
	00000001 = Amount in dollars			
	..			
	..			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	00095999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
TRSHCOST	Operating Costs-Trash Collection	M109	8	338-345
	00000000 = None 00000001 = Amount in dollars .. .. 00056948 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
	See Variable M112.1 to determine if any operating costs reported together			
LABRCOST	Operating Costs-Personnel/Labor Costs	M110	8	346-353
	00000000 = None 00000001 = Amount in dollars .. .. 00913202 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
GRNDRENT	Operating Costs-Ground Rent/Assessments	M111	8	354-361
	00000000 = None 00000001 = Amount in dollars .. .. 00667999 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			
OTHOPCST	Operating Costs-Other Operating Costs	M112	8	362-369
	00000000 = None 00000001 = Amount in dollars .. .. 00892240 = Topcode amount 99999997 = Highest possible mean value above topcode (see chapter 12) 99999998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OPCSTALL	Operating Costs Reported Together	M112.1	2	729-730
	00 = All costs reported separately or not reported			
	02 = Two of the costs reported together			
	03 = Three of the costs reported together			
	..			
	..			
	21 = All costs reported together			
	See Variable M112.1 to determine if any operating costs reported together			
FILLER	Blank	M113	4	370-373
CURMAINT	Description of Current Maintenance Program	M114	1	374
	1 = Most maintenance postponed, major problems as soon as possible			
	2 = Minor problems postponed, major problems handled immediately			
	3 = All problems handled immediately and preventive maint. practiced			
	8 = Not reported			
FUTMAINT	Description of Maintenance Program Over Next 3 Years	M115	1	375
	1 = Most maintenance postponed, major problems as soon as possible			
	2 = Minor problems postponed, major problems handled immediately			
	3 = All problems handled immediately and preventive maint. practiced			
	8 = Not reported			
GVTLOAN	Property Benefits-1	M116.1	1	376
	0 = Response not selected			
	1 = Government sponsored below market loan			
	8 = Not reported (no responses M116.1-M116.6 selected)			
GVTSUBS	Property Benefits-2	M116.2	1	377
	0 = Response not selected			
	1 = A government rental subsidy			
	8 = Not reported (no responses M116.1-M116.6 selected)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
GVTGRANT	Property Benefits-3  0 = Response not selected 1 = A government grant such as Section 202 or CDBG 8 = Not reported (no responses M116.1-M116.6 selected)	M116.3	1	378
TAXRLIEF	Property Benefits-4  0 = Response not selected 1 = Property tax relief 8 = Not reported (no responses M116.1-M116.6 selected)	M116.4	1	379
FITCREDT	Property Benefits-5  0 = Response not selected 1 = Federal income tax credit for low-income, etc. properties 8 = Not reported (no responses M116.1-M116.6 selected)	M116.5	1	380
FITDEPR	Property Benefits-6  0 = Response not selected 1 = Accelerated Federal income tax depreciation 2 = No property benefits 3 = Don't know 8 = Not reported (no responses M116.1-M116.6 selected)  Note: M116.1 through M116.2 should be considered 1 item	M116.6	1	381
LIHTCELI	Property Eligibility for LIHTC  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M117	1	382
LIHTCRCV	Property Receiving LIHTC  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not eligible for LIHTC or eligibility not known)	M118	1	383



NAME	DESCRIPTION	NO.	SIZE	LOCATION
PROFIT	Did Property Make a Profit Last Year	M119	1	384
	1 = Yes 2 = No, broke even 3 = No, had a loss 4 = Don't know or not sure 8 = Not reported			
PROFCOMP	Profitability Comparison to Similar Properties	M120	1	385
	1 = Less profitable than similar properties 2 = More profitable than similar properties 3 = About the same profitability as similar properties 4 = Don't know or not sure 8 = Not reported			
VALUECHG	Change in Area Property Values Last Year	M121	1	386
	1 = Increased 2 = Decreased 3 = Remained about the same 4 = Don't know or not sure 8 = Not reported			
COMPNSUB	Competitors for New Tenants-Privately Owned Nonsubsidized Properties in the Area	M122	1	387
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPSEC8	Competitors for New Tenants-Privately-Owned Properties That Accept Section 8 Certificate/ Voucher Holders	M123	1	388
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPSUB	Competitors for New Tenants-Privately Owned Properties With Other Subsidies	M124	1	389
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
COMPPUBL	Competitors for New Tenants-Public Housing	M125	1	390
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPOTHR	Competitors for New Tenants-Other	M126	1	391
	1 = Yes 2 = No 8 = Not reported			
MKTG2NEW	Property Now Being Marketed to New Tenants	M127	1	392
	1 = Yes 2 = No 8 = Not reported			
MKNEWSAD	Advertising Now Used to Market Property - Newspaper Ads	M128	1	393
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)			
MKTGTVAD	Advertising Now Used to Market Property-TV/ Radio Ads	M129	1	394
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)			
MKTGUIDE	Advertising Now Used to Market Property-Apt. Property Guides	M130	1	395
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)			
MKTGMLS	Advertising Now Used to Market Property-MLS	M131	1	396
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MKTGSIGN	Advertising Now Used to Market Property - "For Rent" Sign  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	M132	1	397
MKTMOUTH	Advertising Now Used to Market Property- Word-of-Mouth  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	M133	1	398
MKTGOTHR	Advertising Now Used to Market Property- Other Means  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	M134	1	399
CHNGNEWS	Changes Planned in Advertising Next Year- Newspaper Ads  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)	M135	1	400
CHNGTVAD	Changes Planned in Advertising Next Year-TV/ Radio Ads  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)	M136	1	401
CHNGGUID	Changes Planned in Advertising Next Year- Apartment Property Guides  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported	M137	1	402

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	9 = Not applicable (not being marketed)			
CHNGMLS	Changes Planned in Advertising Next Year-MLS	M138	1	403
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
CHNGSIGN	Changes Planned in Advertising Next Year - "For Rent" Sign	M139	1	404
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
CHNGMOUT	Changes Planned in Advertising Next Year - Word-of-Mouth	M140	1	405
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
CHNGOTHR	Changes Planned in Advertising Next Year- Other	M141	1	406
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
SCRNINTV	Methods Used to Screen Tenants-Personal Interviews	M142	1	407
	1 = Yes 2 = No 8 = Not reported			
SCRNAPPL	Methods Used to Screen Tenants-Application Form	M143	1	408
	1 = Yes 2 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
SCRNCREF	Methods Used to Screen Tenants-Credit Reference or Check  1 = Yes 2 = No 8 = Not reported	M144	1	409
SCRNEMPL	Methods Used to Screen Tenants-Employment Ref. or Check  1 = Yes 2 = No 8 = Not reported	M145	1	410
SCRNPREF	Methods Used to Screen Tenants-Personal References  1 = Yes 2 = No 8 = Not reported	M146	1	411
SCRNBANK	Methods Used to Screen Tenants-Bank References  1 = Yes 2 = No 8 = Not reported	M147	1	412
SCRNPREV	Methods Used to Screen Tenants-References from Previous Rental Agent/Owner  1 = Yes 2 = No 8 = Not reported	M148	1	413
SCRNINC	Methods Used to Screen Tenants-Proof of Meeting Income Requirement  1 = Yes 2 = No 8 = Not reported	M149	1	414
SCRNOTHR	Methods Used to Screen Tenants-Other  1 = Yes 2 = No 8 = Not reported	M150	1	415
SCRNIMP	Most Important Method Used to Screen Tenants  01 = Personal interviews 02 = Responses on application form 03 = Credit references or credit checks 04 = Employment checks or employer references	M151	2	416-417

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	05 = Personal references 06 = Bank references 07 = References from previous rental agent/owner 08 = Proof of meeting minimum income requirement 09 = Some other means  98 = Not reported			
TENREJEC	Anyone Rejected as Tenant in Last 2 Years  1 = Yes 2 = No 8 = Not reported	M152	1	418
REJINTV	Reasons for Rejection-Performance in Personal Interview  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M153	1	419
REJAPPL	Reasons for Rejection-Response to the Application Form  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M154	1	420
REJCRED	Reasons for Rejection-Credit or Credit References  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M155	1	421
REJEMPL	Reasons for Rejection-Employment History  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M156	1	422
REJREF	Reasons for Rejection-Personal References  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M157	1	423

NAME	DESCRIPTION	NO.	SIZE	LOCATION
REJOWNR	Reasons for Rejection-References from Prev. Agent/Owner  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M158	1	424
REJINC	Reasons for Rejection-Insufficient Income  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M159	1	425
REJSMALL	Reasons for Rejection-Unit Too Small For Size of Household  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M160	1	426
REJBEHAV	Reasons for Rejection-A Record of Disruptive Behavior  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M161	1	427
REJNOFIT	Reasons for Rejection-Applicants Do Not "Fit In"  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M162	1	428
REJOCCUP	Reasons for Rejection-Type of Occupation  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M163	1	429
REJOTHER	Reasons for Rejection-Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	M164	1	430

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RENTINFL	Factors Used Setting Rents-Last Years Rent + Inflation  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M165	1	431
LYRCOST	Factors Used Setting Rents-Last Years Operating Costs  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M166	1	432
INCR COST	Factors Used Setting Rents-Expect. Oper. Cost Increase  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M167	1	433
TURN OVER	Factors Used Setting Rents-Effect on Tenant Turnover  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M168	1	434
DEMAND	Factors Used Setting Rents-Demand for Units in Area  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M169	1	435
VACPROP	Factors Used Setting Rents-Vacancies at Property  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M170	1	436
VACANCY	Factors Used Setting Rents-Vacancies in the Area  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M171	1	437



NAME	DESCRIPTION	NO.	SIZE	LOCATION
SIMILARU	Factors Used Setting Rents-Rents for Similar Units  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M172	1	438
GVTRESTR	Factors Used Setting Rents-Gov't Rent Restrictions  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M173	1	439
OTHERFAC	Factors Used Setting Rents-Other  0 = Not a factor 1 = Important factor 8 = Not reported (no responses M165-M175 selected)	M174	1	440
FACUNKNO	Factors Used Setting Rents-Don't Know  0 = Reported one or more factors 1 = Don't know what factors used or didn't report any factors 8 = Not reported (no responses M165-M175 selected)  Note: M165-M175 should be considered 1 item	M175	1	441
TURNRATE	Turnover Rate in Last 12 Months  0 = None (0 percent) 1 = Less than 5 percent 2 = 5 to 9 percent 3 = 10 to 19 percent 4 = 20 to 49 percent 5 = 50 percent or more 6 = Don't know 8 = Not reported	M176	1	442
CHGCONDO	Changes to Property Currently Taking Place-1  0 = Response not selected 1 = Converting to condominium or cooperative ownership 8 = Not reported (no responses M177.1-M177.5 selected)	M177.1	1	443

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CHGNORES	Changes to Property Currently Taking Place-2  0 = Response not selected 2 = Converting to nonresidential use 8 = Not reported (no responses M177.1-M177.5 selected)	M177.2	1	444
CHGRENOV	Changes to Property Currently Taking Place-3  0 = Response not selected 3 = Renovating or replacing obsolete features 8 = Not reported (no responses M177.1-M177.5 selected)	M177.3	1	445
CHGCOMB	Changes to Property Currently Taking Place-4  0 = Response not selected 4 = Combining units to create larger units 8 = Not reported (no responses M177.1-M177.5 selected)	M177.4	1	446
CHGPOP	Changes to Property Currently Taking Place-5  0 = Response not selected 5 = Working to change the tenant population 6 = None of the changes currently taking place 7 = Respondent doesn't know 8 = Not reported (no responses M177.1-M177.5 selected)  Note: M177.1 through M177.5 should be considered 1 item	M177.5	1	447
INCRTURN	Is Management Trying to Increase Tenant Turnover  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no changes to property planned)	M178	1	448
INCRRENT	Techniques Used to Increase Tenant Turnover-1  0 = Response not selected 1 = Rent increases 8 = Not reported (no responses M179.1-M179.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)	M179.1	1	449

NAME	DESCRIPTION	NO.	SIZE	LOCATION
LESSMAIN	Techniques Used to Increase Tenant Turnover-2	M179.2	1	450
	0 = Response not selected 2 = Decreasing level of maintenance 8 = Not reported (no responses M179.1-M179.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)			
LESSSVC	Techniques Used to Increase Tenant Turnover-3	M179.3	1	451
	0 = Response not selected 3 = Decreasing services to tenants 8 = Not reported (no responses M179.1-M179.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)			
CHRGFEES	Techniques Used to Increase Tenant Turnover-4	M179.4	1	452
	0 = Response not selected 4 = Charging fees for previously free services 8 = Not reported (no responses M179.1-M179.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)			
TURNOTHR	Techniques Used to Increase Tenant Turnover-5	M179.5	1	453
	0 = Response not selected 5 = Other techniques 8 = Not reported (no responses M179.1-M179.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)			
	Note: M179.1 through M179.5 should be considered 1 item			
MINTURNO	Is Management Trying to Minimize Tenant Turnover	M180	1	454
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (management increasing turnover)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
STABLPOP	Why is Management Trying to Minimize Tenant Turnover-1	M181.1	1	455
	0 = Response not selected 1 = To maintain a stable tenant population 8 = Not reported (no responses M181.1-M181.5 selected) 9 = Not applicable (increasing turnover; not minimizing)			
RETAIN	Why is Management Trying to Minimize Tenant Turnover-2	M181.2	1	456
	0 = Response not selected 2 = To retain desirable tenants 8 = Not reported (no responses M181.1-M181.5 selected) 9 = Not applicable (increasing turnover; not minimizing)			
MINCOSTS	Why is Management Trying to Minimize Tenant Turnover-3	M181.3	1	457
	0 = Response not selected 3 = To minimize turnover costs 8 = Not reported (no responses M181.1-M181.5 selected) 9 = Not applicable (increasing turnover; not minimizing)			
LOWRCOST	Why is Management Trying to Minimize Tenant Turnover-4	M181.4	1	458
	0 = Response not selected 4 = To lower maintenance costs 8 = Not reported (no responses M181.1-M181.5 selected) 9 = Not applicable (increasing turnover; not minimizing)			
MINIOTHR	Why is Management Trying to Minimize Tenant Turnover-5	M181.5	1	459
	0 = Response not selected 5 = Other reasons 8 = Not reported (no responses M181.1-M181.5 selected) 9 = Not applicable (increasing turnover; not minimizing)			
	Note: M181.1 through M181.5 should be considered 1 item			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RENTREDU	Techniques Used to Minimize Tenant Turnover-1	M182.1	1	460
	0 = Response not selected 1 = Rent concessions or reductions 8 = Not reported (no responses M182.1-M182.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
INCRMAIN	Techniques Used to Minimize Tenant Turnover-2	M182.2	1	461
	0 = Response not selected 2 = Increasing the level of maintenance 8 = Not reported (no responses M182.1-M182.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
UPGRDING	Techniques Used to Minimize Tenant Turnover-3	M182.3	1	462
	0 = Response not selected 3 = Redecorating or upgrading the units 8 = Not reported (no responses M182.1-M182.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
OTHRIMPR	Techniques Used to Minimize Tenant Turnover-4	M182.4	1	463
	0 = Response not selected 4 = Making other improvements to the property 8 = Not reported (no responses M182.1-M182.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
IMPRVSVC	Techniques Used to Minimize Tenant Turnover-5	M182.5	1	464
	0 = Response not selected 5 = Improving services to the tenant 8 = Not reported (no responses M182.1-M182.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
TECHOTHR	Techniques Used to Minimize Tenant Turnover-6  0 = Response not selected 6 = Other techniques 8 = Not reported (no responses M182.1-M182.6 selected) 9 = Not applicable (increasing turnover; not minimizing)  Note: M182.1 through M182.6 should be considered 1 item	M182.6	1	465
TXABHIS	Real Estate Tax Abatement-For Historical Preservation  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M183	1	466
TXABTNIN	Real Estate Tax Abatement-Prop. Has Low Income Tenants  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M184	1	467
TXABARIN	Real Estate Tax Abatement-Prop. In Low Income Area  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M185	1	468
TXABEDEV	Real Estate Tax Abatement-Prop. In Targeted Economic Development Area  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M186	1	469
TXABAPEL	Real Estate Tax Abatement-Real Estate Tax Appeal  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M187	1	470

NAME	DESCRIPTION	NO.	SIZE	LOCATION
TXABOTHR	Real Estate Tax Abatement-For Other Reasons  1 = Yes 2 = No 3 = Don't know 8 = Not reported	M188	1	471
SEC8FAML	Familiarity With Section 8  1 = Very familiar 2 = Somewhat familiar 3 = Not at all familiar 8 = Not reported	M189	1	472
SEC8INQ	Number of Section 8 Inquiries in Last 6 Months  01 = None 02 = Fewer than 5 inquiries 03 = 5 to 9 inquiries 04 = 10 to 19 inquiries 05 = 20 to 49 inquiries 06 = 50 to 99 inquiries 07 = 100 or more inquiries 08 = Don't know how many inquiries 98 = Not reported	M190	2	473-474
SEC8TEN	Ever Been Section 8 Tenants At This Property  1 = Yes 2 = No 8 = Not reported	M191	1	475
SEC8UNIT	Number of Section 8 Units Now at the Property  00000 = None 00001 = 1 unit .. 00241 = Topcode amount 99997 = Highest possible mean value above topcode (see chapter 12) 99998 = Not reported 99999 = Not applicable (never been Section 8 tenants at the property)	M192	5	476-480
SEC8NEW	Would Owner Accept New Section 8 Tenants  1 = Yes 2 = No 8 = Not reported	M193	1	481

NAME	DESCRIPTION	NO.	SIZE	LOCATION
NOS8COLL	Reasons Will Not Accept Section 8 Tenants-1  0 = Response not selected 1 = Concerned about ability to collect on vouchers 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)	M194.1	1	482
NOS8PROB	Reasons Will Not Accept Section 8 Tenants-2  0 = Response not selected 2 = Concerned about problems with tenants in program 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)	M194.2	1	483
NOS8REGU	Reasons Will Not Accept Section 8 Tenants-3  0 = Response not selected 3 = Too many regulations connected with these programs 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)	M194.3	1	484
NOS8PAPR	Reasons Will Not Accept Section 8 Tenants-4  0 = Response not selected 4 = Too much paperwork and time involved 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)	M194.4	1	485
NOS8RENT	Reasons Will Not Accept Section 8 Tenants-5  0 = Response not selected 5 = Rents at this property too high to participate 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)	M194.5	1	486



NAME	DESCRIPTION	NO.	SIZE	LOCATION
NOS8SUBS	Reasons Will Not Accept Section 8 Tenants-6  0 = Response not selected 6 = Object to government involvement in rental subsidies 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)	M194.6	1	487
NOS8OTHR	Reasons Will Not Accept Section 8 Tenants-7  0 = Response not selected 7 = Other reasons 8 = Not reported (no responses to M194.1-M194.7 selected) 9 = Not applicable (will accept Section 8 tenants)  Note: M194.1 through M194.7 should be considered 1 item	M194.7	1	488
DELINTEN	Percentage of Delinquent Tenants in Last 2 Years  000 = None (0 percent) 001 = 1 percent .. .. 100 = 100 percent 998 = Not reported	M195	3	489-491
CASHDELI	Severity of Cash Flow Problem Caused by Delinquencies  1 = Minor 2 = Moderate 3 = Serious 8 = Not reported 9 = Not applicable (no delinquencies)	M196	1	492
NOTILATE	Dealing With Delinq. Tenants-Notify Tenants They Are Late Before Taking Further Action  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	M197	1	493

NAME	DESCRIPTION	NO.	SIZE	LOCATION
COLLEPRO	Dealing With Delinq. Tenants-Begin Collection Procedures	M198	1	494
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)			
EVICPRO	Dealing With Delinq. Tenants-Begin Eviction Procedures	M199	1	495
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)			
DELNQWAI	Dealing With Delinq. Tenants-Do Nothing and Wait	M200	1	496
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)			
DELNQOTH	Dealing With Delinq. Tenants-Other	M201	1	497
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)			
DELNQDIF	Are Characteristics of Delinquent Tenants Different	M202	1	498
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)			
DIFFLOW	Type of Difference-From Low-Income Households	M203	1	499
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
DIFFSEC8	Type of Difference-Section 8 Certificate Holders  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M204	1	500
DIFFSNGL	Type of Difference-From Single-Parent Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M205	1	501
DIFFCRWD	Type of Difference-From Overcrowded Units  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M206	1	502
DIFFTEEN	Type of Difference-From Households With Teenage Child  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M207	1	503
DIFFSTU	Type of Difference-From Young Adult/ Student Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M208	1	504
DIFFUNEM	Type of Difference-From Hhs With Unemployed Adults  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M209	1	505

NAME	DESCRIPTION	NO.	SIZE	LOCATION
DIFFUNMG	Type of Difference-From Households With Visitors Unwelcome to the Management  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M210	1	506
DIFFUNTE	Type of Difference-From Households With Visitors Unwelcome to the Tenants  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M211	1	507
DIFFOTHR	Type of Difference-Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies; no differences)	M212	1	508
VANDLIN	Incidence of Disruptive Behavior in Last 2 Years - Vandalism to Inside of Units  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	M213	1	509
VANDLOUT	Incidence of Disruptive Behavior in Last 2 Years - Vandalism to Outside of Buildings and Common Areas  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	M214	1	510
THEFT	Incidence of Disruptive Behavior in Last 2 Years - Theft  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	M215	1	511

NAME	DESCRIPTION	NO.	SIZE	LOCATION
LOUDBHAV	Incidence of Disruptive Behavior in Last 2 Years - Loud or Disruptive Behavior	M216	1	512
	1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported			
VIOLENCE	Incidence of Disruptive Behavior in Last 2 Years - Violence	M217	1	513
	1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported			
DRUGUSE	Incidence of Disruptive Behavior in Last 2 Years - Drug Usage	M218	1	514
	1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported			
BHAVOTHR	Incidence of Disruptive Behavior in Last 2 Years - Other	M219	1	515
	1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported			
TALKING	Manner of Dealing With Undesirable Behavior - Talking to the Disruptive Individuals	M220	1	516
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			
WARNING	Manner of Dealing With Undesirable Behavior - Issuing a Warning in Writing	M221	1	517
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
REFPROB	Manner of Dealing With Undesirable Behavior - Referring Problem to Tenants' Committee	M222	1	518
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			
CALLSECU	Manner of Dealing With Undesirable Behavior-Calling Private Security	M223	1	519
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			
CALLPOLI	Manner of Dealing With Undesirable Behavior-Calling Police	M224	1	520
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			
EVICPROC	Manner of Dealing With Undesirable Behavior-Beginning Eviction Procedures	M225	1	521
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			
DEALHAV	Manner of Dealing With Undesirable Behavior-Other	M226	1	522
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			
CHARDIFF	Are Characteristics of Disruptive Tenants Different	M227	1	523
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CHARLOWI	Type of Difference-From Low-Income Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M228	1	524
CHARSEC8	Type of Difference-Section 8 Certificate Holders  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M229	1	525
CHARSNGL	Type of Difference-From Single-Parent Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M230	1	526
CHARCRWD	Type of Difference-From Overcrowded Units  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M231	1	527
CHARTEEN	Type of Difference-From Households With Teenage Child  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M232	1	528
CHARSTUD	Type of Difference-From Young Adult/ Student Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M233	1	529

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CHARUNEM	Type of Difference-From Hhs With Unemployed Adults  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M234	1	530
CHARUNWE	Type of Difference-From Households With Visitors Unwelcome to the Management  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M235	1	531
CHARUNTE	Type of Difference-From Households With Visitors Unwelcome to the Tenants  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M236	1	532
CHAROTHR	Type of Difference-Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior; no differences)	M237	1	533
COURTMGM	Times Management Taken a Tenant to Court in Last 2 Years  1 = Never 2 = Once 3 = Twice 4 = 3 to 5 times 5 = More than 5 times 8 = Not reported	M238	1	534
COURTTEN	Times a Tenant Taken Management to Court in Last 2 Years  1 = Never 2 = Once 3 = Twice 4 = 3 to 5 times 5 = More than 5 times 8 = Not reported	M239	1	535



NAME	DESCRIPTION	NO.	SIZE	LOCATION
EVICNUM	Number of Times Tenant Evict. Proc. Started in Last 2 Years	M240	1	536
	0 = Never 1 = Once 2 = Twice 3 = 3 to 5 times 4 = More than 5 times 8 = Not reported			
EVICDESC	Description of Eviction Process	M241	1	537
	1 = Very easy 2 = Easy 3 = Neither easy nor difficult  4 = Difficult 5 = Very Difficult 6 = Don't know 8 = Not reported 9 = Not applicable (no evictions started in last 2 years)			
TCOUNCIL	Presence of Tenants' Council	M242	1	538
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
THHINCOM	Description of Household Income of Tenants	M243	1	539
	1 = Mostly low income 2 = Mostly middle income 3 = Mostly upper income 4 = Somewhat diverse, with low and middle income 5 = Somewhat diverse, with middle and upper income 6 = Very diverse, with low, middle, and upper income 7 = Don't know 8 = Not reported			
INCCHG	Has Income Mix Changed in Last 2 Years	M244	1	540
	1 = Yes 2 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MOREINC	How Has It Changed	M245	1	541
	1 = More low income 2 = More middle income 3 = More upper income 4 = More diverse-low, middle, upper income 5 = Don't know 8 = Not reported 9 = Not applicable (income mix has not changed)			
LEADPNT	Restrictions/Regulations Making It Difficult to Operate Property-Lead Based Paint Requirements	M246	1	542
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
ASBESREQ	Restrictions/Regulations Making It Difficult to Operate Property-Asbestos Requirements	M247	1	543
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
WASTEREG	Restrictions/Regulations Making It Difficult to Operate Property-Waste Disposal Requirements	M248	1	544
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
RADONREQ	Restrictions/Regulations Making It Difficult to Operate Property-Radon Requirements	M249	1	545
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
WATERREG	Restrictions/Regulations Making It Difficult to Operate Property-Water Quality Standards	M250	1	546
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
ZONEREG	Restrictions/Regulations Making It Difficult to Operate Property-Zoning or Property Usage	M251	1	547
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
PARKRES	Restrictions/Regulations Making It Difficult to Operate Property-Parking Restrictions	M252	1	548
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
UTILIMIT	Restrictions/Regulations Making It Difficult to Operate Property-Limits on Utility Hookups	M253	1	549
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
RENTCTRL	Restrictions/Regulations Making It Difficult to Operate Property-Rent Control/Stabilization, Etc	M254	1	550
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
ADACTRES	Restrictions/Regulations Making It Difficult to Operate Property-Americans With Disabilities Act	M255	1	551
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
HISTPRES	Restrictions/Regulations Making It Difficult to Operate Property-Historic Preservation Restrictions	M256	1	552
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
PROPTX	Restrictions/Regulations Making It Difficult to Operate Property-Local Property Taxes	M257	1	553
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
OTHEREG	Restrictions/Regulations Making It Difficult to Operate Property-Other Regulations or Restrictions	M258	1	554
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
DISPUTE	Does Local Government Offer Dispute Resolution	M259	1	555
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
DISCUSS	How Does Government Assist-Provide Opportunity to Discuss Issues at an Early Stage	M260	1	556
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (local government does not assist)			
MEDIATOR	How Does Government Assist-Provide Mediators	M261	1	557
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (local government does not assist)			
ASSTOTHR	How Does Government Assist-Other	M262	1	558
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (local government does not assist)			
MEDIATE	Is There Mechanism Other Than Courts to Mediate Disputes Between Owners and Local Government	M263	1	559
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
HUDCNTAC	Have There Been Contacts With HUD in the Last Year	M264	1	560
	1 = Yes 2 = No 8 = Not reported			
HUDCNTNO	Number of Contacts With HUD in the Last Year	M265	2	561-562
	01 = 1 contact .. .. 97 = 97 contacts 98 = Not reported 99 = Not applicable (no contacts with HUD in last year)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
HUDSATIS	Satisfaction With HUD Contacts	M266	1	563
	1 = Very satisfied			
	2 = Satisfied			
	3 = Neither satisfied nor dissatisfied			
	4 = Unsatisfied			
	5 = Very unsatisfied			
	8 = Not reported			
	9 = Not applicable (no contacts with HUD in last year)			
YRPROPAQ	Year Property Acquired	M267	2	564-565
	01 = Last two digits of year			
	..			
	..			
	95 = 1995			
	98 = Not reported			
PROPACQ	How Property Acquired	M268	1	566
	1 = Purchase			
	2 = Tax free exchange of rental property			
	3 = Foreclosure or assignment			
	4 = Some other manner			
	5 = Inheritance or gift			
	8 = Not reported			
PURCSELF	Owner's Reason for Purchasing-As Residence For Self	M269	1	567
	0 = Not a reason			
	1 = A reason for purchasing			
	8 = Not reported (no responses M269-M278 selected)			
	9 = Not applicable (acquired by inheritance or gift)			
PURCCOMM	Owner's Reason for Purchasing-To Provide Affordable Housing in the Community	M270	1	568
	0 = Not a reason			
	1 = A reason for purchasing			
	8 = Not reported (no responses M269-M278 selected)			
	9 = Not applicable (acquired by inheritance or gift)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PURCINCM	Owner's Reason for Purchasing-For Income From Rents	M271	1	569
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURCCAPG	Owner's Reason for Purchasing-For Long-Term Cap. Gains	M272	1	570
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURCNONR	Owner's Reason for Purchasing-To Convert From Residential to Nonresidential Use	M273	1	571
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURCRESI	Owner's Reason for Purchasing-To Convert From Nonresidential to Residential Use	M274	1	572
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURTXSHL	Owner's Reason for Purchasing-As a Tax Shelter	M275	1	573
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PURRETIR	Owner's Reason for Purchasing-As Retirement Security  0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift)	M276	1	574
PURCHSEC	Owner's Reason for Purchasing-As Future Security for Family  0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses M269-M278 selected) 9 = Not applicable (acquired by inheritance or gift) Note: M269-M278 should be considered 1 item	M277	1	575
PURCOTHR	Owner's Reason for Purchasing-Other Reason  0 = Not a reason 1 = A reason for purchasing 9 = Not applicable (acquired by inheritance or gift)	M278	1	576
PURIMPRS	Most Important Reason For Purchasing  01 = As residence for self or family 02 = To provide affordable housing 03 = For income from rents 04 = For long-term capital gains 05 = To convert from residential to nonresidential 06 = To convert from nonresidential to residential 07 = As a tax shelter 08 = As retirement security 09 = As future security for family 10 = Some other reason 98 = Not reported 99 = Not applicable (acquired by inheritance or gift)	M279	2	577-578
PURPRICE	Purchase Price  000000001 = Amount in dollars .. .. 018126432 = Topcode amount 999999997 = Highest possible mean value above topcode (see chapter 12)	M280	9	579-587



NAME	DESCRIPTION	NO.	SIZE	LOCATION
	999999998 = Not reported 999999999 = Not applicable (acquired by inheritance or gift)			
HOWFINCD	How The Acquisition Was Financed  1 = Placed one new mortgage 2 = Placed two or more new mortgages 3 = Assumed a mortgage already on property 4 = Assumed and placed a mortgage 5 = Borrowed using assets other than property 6 = Paid all cash 7 = Some other manner 8 = Not reported 9 = Not applicable (acquired by inheritance or gift)	M281	1	588
DOWNPYMT	Source of Downpayment-1  001 = Sale of land or other real estate 002 = Sale of previously owned stocks, shares, etc. 003 = Sale of stock or partnership shares for project 004 = Owner's cash bank deposits, etc. 005 = Borrowing using assets other than property 006 = Other cash source 007 = Non-cash source 008 = No downpayment required 009 = Don't know .. .. 567 = Borrowing using assets; other cash source; non-cash source 998 = Not reported 999 = Not applicable (acquired by inheritance or gift)	M282	1	589-591
VALUE	Value  000000001 = Amount in dollars .. .. 027999999 = Topcode amount 999999997 = Highest possible mean value above topcode (see chapter 12) 999999998 = Not reported	M283	9	592-600
ASSEDVAL	Basis for Estimate of Value-1  0 = Response not selected 1 = Assessed value of property 8 = Not reported (no responses M284.1-M284.7 selected)	M284.1	1	601

NAME	DESCRIPTION	NO.	SIZE	LOCATION
APPRAISL	Basis for Estimate of Value-2  0 = Response not selected 2 = Recent real estate appraisal 8 = Not reported (no responses M284.1-M284.7 selected)	M284.2	1	602
INFLATN	Basis for Estimate of Value-3  0 = Response not selected 3 = Original purchase price plus inflation 8 = Not reported (no responses M284.1-M284.7 selected)	M284.3	1	603
INFLIMPR	Basis for Estimate of Value-4  0 = Response not selected 4 = Original purchase price plus inflation and Improvements 8 = Not reported (no responses M284.1-M284.7 selected)	M284.4	1	604
SMLRPROP	Basis for Estimate of Value-5  0 = Response not selected 5 = Selling or asking price of similar properties 8 = Not reported (no responses M284.1-M284.7 selected)	M284.5	1	605
CPTLZREV	Basis for Estimate of Value-6  0 = Response not selected 6 = Capitalization of current rental revenues 8 = Not reported (no responses M284.1-M284.7 selected)	M284.6	1	606
VALOTHER	Basis for Estimate of Value-7  0 = Response not selected 7 = Something else 8 = Not reported (no responses M284.1-M284.7 selected)  Note: M284.1 through M284.7 should be considered 1 item	M284.7	1	607
OWNFSELF	Reasons for Continuing to Own-Future Residence For Self  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)	M285	1	608

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNAFFDH	Reasons for Continuing to Own-To Provide Afford. Housing	M286	1	609
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			
OWNINCME	Reasons for Continuing to Own-For Income From Rents	M287	1	610
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			
OWNCAPGN	Reasons for Continuing to Own-For Long-Term Cap. Gains	M288	1	611
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			
OWNNONRE	Reasons for Continuing to Own-To Convert to Nonres. Use	M289	1	612
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			
OWNTXSHL	Reasons for Continuing to Own-As Tax Shelter	M290	1	613
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			
OWNRETIR	Reasons for Continuing to Own-As Retirement Security	M291	1	614
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			
OWNFUTR	Reasons for Continuing to Own-As Future Security for Family	M292	1	615
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNSALE	Reasons for Continuing to Own-Currently for Sale, But Not Yet Sold  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)	M293	1	616
OWNHIMTG	Reasons for Continuing to Own-Can't Sell Because Mortgage Higher Than Current Value  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)	M294	1	617
OWNNOBUY	Reasons for Continuing to Own-Want to Sell, No Buyers  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)	M295	1	618
OWNOTHR	Reasons for Continuing to Own-Other  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses M285-M296 selected)  Note: M285-M296 should be considered 1 item	M296	1	619
OWNMAIN	Main Reason For Continuing to Own  01 = As residence for self or family 02 = To provide affordable housing 03 = For income from rents 04 = For long-term capital gains 05 = To convert from residential to nonresidential 06 = As a tax shelter 07 = As retirement security 08 = As future security for family 09 = Currently for sale, but not yet sold 10 = Can't sell because mortgage higher than current value 11 = Want to sell but no buyers 12 = Some other reason 98 = Not reported	M297	2	620-621

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNTIME	Length of Time Plan to Own  1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = More than 5 years 5 = Don't know 8 = Not reported	M298	1	622
BUYAGAIN	Would Owner Buy Again Today  1 = Yes 2 = No 3 = Don't know or not sure 8 = Not reported	M299	1	623
MTGDEED	Mortgage Status-1  0 = Response not selected 1 = Mortgage, deed of trust, etc. 8 = Not reported (no responses to M300.1-M300.4 selected)	M300.1	1	624
MTGCNTR	Mortgage Status-2  0 = Response not selected 2 = Contract to purchase, land contract, etc. 8 = Not reported (no responses to M300.1-M300.4 selected)	M300.2	1	625
MTGHOMEQ	Mortgage Status-3  0 = Response not selected 3 = Line of credit or home equity loan 8 = Not reported (no responses to M300.1-M300.4 selected)	M300.3	1	626
MTGOTHER	Mortgage Status-4  0 = Response not selected 4 = Some other loan secured by the property 5 = Not mortgaged 8 = Not reported (no responses to M300.1-M300.4 selected)  Note: M300.1 through M300.4 should be considered 1 item	M300.4	1	627

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MTGNUM	Number of Mortgages	M301	1	628
	1 = One mortgage 2 = Two mortgages 3 = Three mortgages 4 = Four or more mortgages 8 = Not reported 9 = Not applicable (not mortgaged)			
SERVICER	Type of Servicer	M302	2	629-630
	01 = Commercial bank or trust 02 = Savings and loan; Federal savings bank 03 = Mutual savings bank 04 = Life insurance company 05 = Mortgage banker or mortgage company 06 = Federally-sponsored secondary market agency or mortgage pool 07 = Conventional mortgage pool 08 = Other federal agencies 09 = Real estate investment trust (REIT) 10 = Pension fund or retirement fund 11 = Credit union 12 = Finance company 13 = State or municipal gov. or housing finance agency 14 = Individual or individual's estate 15 = Other 98 = Not reported 99 = Not applicable (not mortgaged)			
HOLDMTG	Does Servicer Also Hold Mortgage	M303	1	631
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not mortgaged)			
MTG1AMT	Amount of First Mortgage When Made	M304	9	632-640
	000000001 = Amount in dollars .. 016799999 = Topcode amount 999999997 = Highest possible mean value above topcode (see chapter 12) 999999998 = Not reported 999999999 = Not applicable (not mortgaged)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MTG1INS	First Mortgage Insurance Status	M305	1	641
	1 = Federal Housing Administration (FHA) 2 = The Department of Veterans Affairs (VA) 3 = The Farmers Home Administration (FMHA) 4 = A private mortgage insurance company 5 = Not insured or guaranteed 8 = Not reported 9 = Not applicable (not mortgaged)			
MTG1ORIG	First Mortgage Origination	M306	1	642
	1 = Same mortgage placed/assumed when property acquired 2 = A refinancing of a previous loan 3 = A mortgage placed on a property owned free and clear 8 = Not reported 9 = Not applicable (not mortgaged)			
MTG1YRMD	Year First Mortgage Made	M307	2	643-644
	50 = Last two digits of year .. .. 95 = 1995 98 = Not reported 99 = Not applicable (not mortgaged)			
MTG1INT	Current Interest Rate on First Mortgage	M308	4	645-648
	0000 = 00.00 percent .. .. 2100 = 21.00 percent or more 9998 = Not reported 9999 = Not applicable (not mortgaged)			
MTG1TYPE	Type of First Mortgage	M309	1	649
	1 = Fixed-rate, level payment 2 = Short-term with balloon payment 3 = Adjustable rate mortgage 4 = Other 8 = Not reported 9 = Not applicable (not mortgaged)			
MTGPYMT	Required Monthly Mortgage Payment	M310	8	650-657
	00000000 = None 00000001 = Amount in dollars .. .. 00134999 = Topcode amount			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
	99999997 = Highest possible mean value above topcode (see chapter 12)			
	99999998 = Not reported			
	99999999 = Not applicable (not mortgaged)			
PAYSCHMG	Payment Schedule for Monthly Mortgage Payments	M311	1	658
	1 = Month			
	2 = Quarter			
	3 = Year			
	4 = Other			
	8 = Not reported			
	9 = Not applicable (not mortgaged; no regular payments)			
OWNERTYP	Type of Owner	M312	2	659-660
	01 = Individual investor, including husband/wife ownership			
	02 = Trustee for estate			
	03 = Limited partnership			
	04 = General partnership			
	05 = Joint venture			
	06 = Real estate investment trust (REIT)			
	07 = Life insurance company			
	08 = Financial inst. other than life insurance company			
	09 = Real estate corporation			
	10 = Corporation other than real estate corporation			
	11 = Housing co-operative organization			
	12 = Non-profit or church related institution			
	13 = Fraternal organization			
	14 = Other kind of institution			
	98 = Not reported			
OWNERNUM	Number of Owners	M313	1	661
	1 = 1 owner			
	2 = 2 owners			
	3 = 3 or more owners			
	8 = Not reported			
	9 = Not applicable (Institutional owner)			
OWNERAGE	Age of Owner	M314	2	662-663
	18 = 18 years old			
	..			
	..			
	97 = 97 years or older			
	98 = Not reported			
	99 = Not applicable (Institutional owner)			



NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNERSEX	Sex of Owner	M315	1	664
	1 = Male 2 = Female 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNRRACE	Race of Owner	M316	1	665
	1 = White 2 = Black or African American 3 = American Indian or Alaskan Native 4 = Asian or Pacific Islander 5 = Other 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNRHISP	Spanish/Hispanic Origin of Owner	M317	1	666
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNOTHPR	Does Owner Own Other Residential Property in U.S	M318	1	667
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNTLNUM	Number of Total Rental Units Owned by Owner	M319	5	668-672
	00002 = 2 units .. .. 99997 = 99,997 units 99998 = Not reported 99999 = Not applicable (Institutional owner; owns no other units)			
OWNRINCM	Owner's Total Gross Income	M320	1	673
	1 = Less than \$10,000 2 = \$10,000 to \$29,999 3 = \$30,000 to \$49,999 4 = \$50,000 to \$74,999 5 = \$75,000 to \$99,999 6 = \$100,000 or more 8 = Not reported 9 = Not applicable (Institutional owner)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PCTINCM	Percentage of Income From This Property	M321	1	674
	1 = 100 percent			
	2 = 75 to 99 percent			
	3 = 50 to 74 percent			
	4 = 25 to 49 percent			
	5 = 10 to 24 percent			
	6 = 1 to 9 percent			
	7 = None, this property losing money			
	8 = Not reported			
	9 = Not applicable (Institutional owner)			
PCTALLIN	Percentage of Income From All Residential Property	M322	1	675
	1 = 100 percent			
	2 = 75 to 99 percent			
	3 = 50 to 74 percent			
	4 = 25 to 49 percent			
	5 = 10 to 24 percent			
	6 = 1 to 9 percent			
	7 = None			
	8 = Not reported			
	9 = Not applicable (Institutional owner; owns no other units)			
OWNRCNTR	Does Owner Contribute to Maintenance or Management of This Property	M323	1	676
	1 = Yes			
	2 = No			
	8 = Not reported			
	9 = Not applicable (Institutional owner)			
TIMEOWNER	How Much Time Does Owner Contribute on Maintenance or Management of This Property	M324	1	677
	0 = Less than 1 hour per week			
	1 = 1 to 8 hours per week			
	2 = 9 to 24 hours per week			
	3 = 25 to 40 hours per week			
	4 = More than 40 hours per week			
	8 = Not reported			
	9 = Not applicable (Institutional owner; owner doesn't contribute time)			
OWNRSALE	Did Owner Receive Salary or Wages for Time Contributed In the Maintenance or Management of This Property This Year	M325	1	678
	1 = Yes			
	2 = No			
	8 = Not reported			
	9 = Not applicable (Institutional owner; owner doesn't contribute time)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PCTOWTM	Percentage of Owner's Time Spent on Maintenance or Management of All Residential Rental Property	M326	1	679
	1 = 100 percent 2 = 75 to 99 percent 3 = 50 to 74 percent 4 = 25 to 49 percent 5 = Less than 25 percent 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNREXEC	Other Type of Work of Owner-1	M327.1	1	680
	0 = Response not selected 1 = Executive, administrative, or managerial 8 = Not reported (no responses to M327.1 - M327.8) 9 = Not applicable (institutional owner, no other type of work)			
OWNRPROF	Other Type of Work of Owner-2	M327.2	1	681
	0 = Response not selected 1 = Professional (legal, medical, educational, etc.) 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			
OWNRTECH	Other Type of Work of Owner-3	M327.3	1	682
	0 = Response not selected 1 = Technical 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			
OWNRADMN	Other Type of Work of Owner-4	M327.4	1	683
	0 = Response not selected 1 = Administrative support, clerical 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNR SALE	Other Type of Work of Owner-5	M327.5	1	684
	0 = Response not selected 1 = Sales 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			
OWNR CRFT	Other Type of Work of Owner-6	M327.6	1	685
	0 = Response not selected 1 = Precision craft or repair 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			
OWNR FARM	Other Type of Work of Owner-7	M327.7	1	686
	0 = Response not selected 1 = Farming, forestry, or fishing 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			
OWNR OTWK	Other Type of Work of Owner-8	M327.8	1	687
	0 = Response not selected 1 = Other type of work 2 = No other type of work 8 = Not reported (no responses to M327.1-M327.8) 9 = Not applicable (institutional owner, no other type of work)			
	Note: M327.1 through M327.8 should be considered 1 item			
OWNR LVPR	Does Owner Live at Property	M328	1	688
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNRLIVE	Where Owner Lives Most of the Time	M329	2	689-690
	01 = United States (including Puerto Rico)			
	02 = Canada			
	03 = Mexico			
	04 = Central America, South America, the Caribbean			
	05 = Europe			
	06 = Asia excluding the Middle East			
	07 = Middle East, North Africa			
	08 = Other Africa			
	09 = Australia, New Zealand, Pacific Islands			
	10 = Other			
	98 = Not reported			
	99 = Not applicable (Institutional owner; owner lives at property)			
OWNRVISIT	How Often Did Owner Visit Property in Last 12 Months	M330	1	691
	1 = More than once a week			
	2 = About once a week			
	3 = About twice a month			
	4 = About once a month			
	5 = Less than once a month			
	6 = Never or almost never			
	8 = Not reported			
	9 = Not applicable (Institutional owner; owner lives at property)			
OWNRBORN	Where Was Owner Born	M331	2	692-693
	01 = United States (including Puerto Rico)			
	02 = Canada			
	03 = Mexico			
	04 = Central America, South America, the Caribbean			
	05 = Europe			
	06 = Asia excluding the Middle East			
	07 = Middle East, North Africa			
	08 = Other Africa			
	09 = Australia, New Zealand, Pacific Islands			
	10 = Other			
	98 = Not reported			
	99 = Not applicable (Institutional owner)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
YRSOWNED	How Long Has the Owner Owned Rental Property  1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = 5 up to 10 years 5 = 10 years or more 8 = Not reported 9 = Not applicable (Institutional owner)	M332	1	694
CMPLQUES	Who Completed the Questionnaire  1 = Property owner 2 = Property manager 3 = Other agent of owner 8 = Not reported	M333	1	695
RENTBGIN	Rental Receipts-Time Period for Residential-Beginning  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported	M334	4	696-699
RENTEND	Rental Receipts-Time Period for Residential-End  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported	M335	4	700-703
CMRCBGIN	Rental Receipts-Time Period for Commercial - Beginning  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported 9999 = Not applicable (no commercial units)	M336	4	704-707
CMRCEND	Rental Receipts-Time Period for Commercial - End  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported 9999 = Not applicable (no commercial units)	M337	4	708-711

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OCSTBGIN	Operating Costs-Time Period for Receipt - Beginning	M338	4	712-715
	0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported			
OCSTEND	Operating Costs-Time Period for Receipt-End	M339	4	716-719
	0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported			
FINMUWGT	Final Multi-Unit Property Weight	M340	9	720-728
	Note: The final weight has 4 implied decimals			





## RECORD LAYOUT

### PROPERTY OWNERS AND MANAGERS SURVEY, 1995-1996

#### Microdata File Items

#### POMS-102 **Single-Unit** Property Items

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PIN	Property Identification Number	S1	6	1-6
	000001 = First record			
	..			
	..			
	999999 = Last record			
RECTYP	Record Type	S2	1	7
	1 = One-family house (detached)			
	2 = One-family house (attached)			
	3 = One-family house with business			
	4 = Condominium unit			
	5 = Cooperative unit			
	6 = Mobile home			
REGION	Location of Property - Region	S3	1	8
	1 = Northeast			
	2 = Midwest			
	3 = South			
	4 = West			
INMA	Location of Property - Inside/Outside MA	S4	1	9
	1 = Inside MA/in central city			
	2 = Inside MA/not in central city			
	3 = Outside MA			
RENT	Monthly Rent	S5	4	10-13
	0000 = Occupied rent free			
	0001 = Amount in dollars			
	..			
	..			
	1299 = Topcode amount			
	9997 = Highest possible mean			
	value above topcode (see chapter 12)			
	9998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
ELEC	Electricity Included in Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (occupied rent free)	S6	1	14
GAS	Gas Included in Rent  1 = Yes 2 = No 3 = Not used 8 = Not reported 9 = Not applicable (occupied rent free)	S7	1	15
OTHFUEL	Fuel Oil or Other Fuels Included in Rent  1 = Yes 2 = No 3 = Not used 8 = Not reported 9 = Not applicable (occupied rent free)	S8	1	16
WATER	Water Included in Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (occupied rent free)	S9	1	17
TRASH	Trash Collection Included in Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (occupied rent free)	S10	1	18
CONDOFEE	Condominium or Homeowners Fee Included in Rent  1 = Yes 2 = No 3 = Not used 8 = Not reported 9 = Not applicable (occupied rent free)	S11	1	19

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RENTSEC8	Rent Paid By - 1  0 = Response not selected 1 = Federal Section 8 Program 8 = Not reported (no response S12.1 - S12.4 selected) 9 = Not applicable (occupied rent free)	S12.1	4	20
RENTAFDC	Rent Paid By - 2  0 = Response not selected 2 = AFDC, ADC, General Assistance, other 8 = Not reported (no response S12.1 - S12.4 selected) 9 = Not applicable (occupied rent free)	S12.2	1	21
RENTSUB	Rent Paid By - 3  0 = Response not selected 3 = Another Federal housing subsidy program 8 = Not reported (no response S12.1 - S12.4 selected) 9 = Not applicable (occupied rent free)	S12.3	1	22
RENTSTSB	Rent Paid By - 4  0 = Response not selected 4 = Another state or local housing subsidy program 5 = None of the programs helps pay rent 6 = Unit is vacant 7 = Respondent doesn't know 8 = Not reported (no response S12.1 - S12.4 selected) 9 = Not applicable (occupied rent free)  Note: S12.1 through S12.4 should be considered 1 item	S12.4	1	23
RNTREGST	Rent Regulation Status of Rental Unit  1 = Yes, under rent control or stabilization 2 = Yes, some other form of rent regulation 3 = No 8 = Not reported 9 = Not applicable (occupied rent free)	S13	1	24

NAME	DESCRIPTION	NO.	SIZE	LOCATION
LEASETME	Length of Lease	S14	1	25
	1 = Less than one year or month-to-month 2 = 1 year 3 = More than 1 year but less than 2 years 4 = 2 years 5 = More than 2 years 6 = No lease required 8 = Not reported 9 = Not applicable (occupied rent free)			
RENTCHG	Rent Change from Previous Tenant	S15	1	26
	1 = Yes, rent increased 2 = Yes, rent decreased 3 = No change 4 = No previous tenant in this unit 8 = Not reported			
HANDICAP	Unit Handicapped Accessible	S16	1	27
	1 = Yes 2 = No 8 = Not reported			
TENCOST1	Did Tenant Share in Costs of Accessibility	S17	1	28
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not handicapped-accessible)			
TENCOST2	Will Tenant Share in Costs of Accessibility	S18	1	29
	1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (already handicapped-accessible)			
INSP2YRS	Unit Inspected in Last 2 Years	S19	1	30
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
INSPRSLT	Results of Inspection 1 = Passed inspection 2 = Passed inspection subject to repairs 3 = Did not pass, but passed reinspection 4 = Did not pass 5 = Don't know 8 = Not reported 9 = Not applicable (not inspected)	S20	1	31
INTPAINT	Work Done in Last 5 Years - Interior Painted 200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S21	3	32-34
EXTPAINT	Work Done in Last 5 Years - Exterior Painted 200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S22	3	35-37
APLNCREP	Work Done in Last 5 Years - Kitchen Appliances Replaced 200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S23	3	38-40

NAME	DESCRIPTION	NO.	SIZE	LOCATION
BATHFIX	Work Done in Last 5 Years - Bathroom Fixtures Replaced	S24	3	41-43
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
CARPTREP	Work Done in Last 5 Years - Carpets Replaced	S25	3	44-46
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
REWIRE	Work Done in Last 5 Years - Unit Rewired	S26	3	47-49
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
PAINTRMV	Work Done in Last 5 Years - Lead-Based Paint Removed	S27	3	50-52
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RADONVNT	Work Done in Last 5 Years - Radon Vented	S28	3	53-55
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
ASBSTRMV	Work Done in Last 5 Years - Asbestos Removed	S29	3	56-58
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
PESTINSP	Work Done in Last 5 Years - Inspection for Pests	S30	3	59-61
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			
HEATAC	Work Done in Last 5 Years - Heating/AC Unit Repaired	S31	3	62-64
	200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
ROOF	Work Done in Last 5 Years - Roof Repaired or Replaced  200 = No or not needed 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S32	3	65-67
REPOTHR1	Work Done in Last 5 Years - Other Major Repairs - 1  200 = No or not needed 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" repairs	S33	3	68-70
REPOTHR2	Work Done in Last 5 Years - Other Major Repairs - 2  190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" repairs	S34	3	71-73
REPOTHR3	Work Done in Last 5 Years - Other Major Repairs - 3  190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" repairs	S35	3	74-76



NAME	DESCRIPTION	NO.	SIZE	LOCATION
YRBUILT	Year Built  19 = 1919 or earlier 20 = 1920 - 1929 30 = 1930 - 1939 40 = 1940 - 1949 50 = 1950 - 1959 60 = 1960 - 1969 70 = 1970 - 1979 80 = 1980 - 1984 85 = 1985 - 1989 90 = 1990 91 = 1991 92 = 1992 93 = 1993 98 = Not reported	S36	2	77-78
FURNISHD	Is the Rental Unit Furnished  1 = Yes 2 = No 8 = Not reported	S37	1	79
AIRCOND	Amenities Available - Air Conditioning 1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported	S38	1	80
OFFCVPRK	Amenities Available - Covered Off-Street Parking  1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported	S39	1	81
OFFUCPRK	Amenities Available - Uncovered Off-Street Parking  1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported	S40	1	82
SWIMPOOL	Amenities Available - Swimming Pool  1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported	S41	1	83

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CABLETV	Amenities Available - Cable TV  1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported	S42	1	84
LNDYFAC	Amenities Available - Laundry Facilities  1 = Yes, free or included in rent 2 = Yes, for additional fee 3 = No 8 = Not reported	S43	1	85
SECURSYS	Amenities Available - Security System/ Protective Service  1 = Yes 2 = No 8 = Not reported	S44	1	86
HEATUPGR	Capital Improve. in Last 5 Years - Upgrading Heating System  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S45	3	87-89
PLMBUPGR	Capital Improve. in Last 5 Years - Upgrading Plumbing System  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S46	3	90-92

NAME	DESCRIPTION	NO.	SIZE	LOCATION
AIRCUPGR	Capital Improve. in Last 5 Years - Add or Upgrade AC  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S47	3	93-95
KTCHREPL	Capital Improve. in Last 5 Years - Replacement of Kitchen Facilities  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S48	3	96-98
BATHRNOV	Capital Improve. in Last 5 Years - Renovation of Bathroom Facilities  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S49	3	99-101
SECURADD	Capital Improve. in Last 5 Years - Addition of Security System  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S50	3	102-104

NAME	DESCRIPTION	NO.	SIZE	LOCATION
POOLADD	Capital Improve. in Last 5 Years - Addition of Swimming Pool  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S51	3	105-107
OFFPRKAD	Capital Improve. in Last 5 Years - Addition of Off-Street Parking  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S52	3	108-110
PLAYGRAD	Capital Improve. in Last 5 Years - Addition of Playground  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S53	3	111-113
HNDCPADD	Capital Improve. in Last 5 Years - Addition of Handicap Accessibility Improvements  200 = No 300 = Don't know 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = Not reported	S54	3	114-116

NAME	DESCRIPTION	NO.	SIZE	LOCATION
IMPROTH1	Capital Improve. in Last 5 Years - Other-1  200 = No 190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" improvements	S55	3	117 - 119
IMPROTH2	Capital Improve. in Last 5 Years - Other - 2  190 = Yes, in 1990 .. .. 195 = Yes, in 1995 198 = Yes, year not reported 998 = No "other" improvements	S56	3	120-122
EMPLMGR	Does Owner Employ Anyone to Manage Rental Unit  1 = Yes 2 = No 8 = Not Reported	S57	1	123
COLLRENT	Management's Duties - Collect Rent  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)	S58	1	124
TAKEAPPL	Management's Duties - Take Applications/ Select Tenants  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)	S59	1	125
EVICTON	Management's Duties - Initiate Evictions  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)	S60	1	126

NAME	DESCRIPTION	NO.	SIZE	LOCATION
SMALLJOB	Management's Duties - Make Decisions on Small Jobs	S61	1	127
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)			
LARGEJOB	Management's Duties - Make Decisions on Large Jobs	S62	1	128
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)			
PAYMTG	Management's Duties - Make Mortgage Payments	S63	1	129
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)			
PAYTAX	Management's Duties - Make Tax Payments	S64	1	130
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)			
LEGALACT	Management's Duties - Initiate Legal Action	S65	1	131
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no manager)			
MGMTTIME	Length of Current Management	S66	1	132
	1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = 5 years or more 8 = Not reported 9 = Not applicable (no manager)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RENTRCPT	Residential Rental Receipts	S67	6	133-138
	000000 = None			
	000001 = Amount in dollars			
	..			
	..			
	016199 = Topcode amount			
	999997 = Highest possible value above topcode (see chapter 12)			
	999998 = Not reported			
FILLER	Blank	S68	4	139-142
INCMAINT	Percent of Income Spent on Maintenance	S69	2	143-144
	01 = None (0 percent)			
	02 = Less than 5 percent			
	03 = 5 to 9 percent			
	04 = 10 to 19 percent			
	05 = 20 to 29 percent			
	06 = 30 to 39 percent			
	07 = 40 to 49 percent			
	08 = 50 to 74 percent			
	09 = 75 percent or more			
	98 = Not reported			
ADVCOSTS	Operating Costs - Advertising	S70	5	145-149
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	00399 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
AUTOCOST	Operating Costs - Auto and Travel	S71	5	150-154
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01695 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CLEANCST	Operating Costs - Cleaning	S72	5	155-159
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01999 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			
COMMCOST	Operating Costs - Commissions	S73	5	160 -164
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01849 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			
	See Variable S90.1 to determine if any			
	operating costs reported together.			
INSURCST	Operating Costs - Property Insurance	S74	5	165-169
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01999 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			
LEGALFEE	Operating Costs - Legal and Professional Fees	S75	5	170-174
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01830 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			



NAME	DESCRIPTION	NO.	SIZE	LOCATION
MGMTFEES	Operating Costs - Management Fees	S76	5	175-179
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	02213 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
MTGINT	Operating Costs - Mortgage Interest	S77	5	180-184
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	10999 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
MTGINS	Operating Costs - Mortgage Insurance	S78	5	185-189
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	04995 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
	See Variable S90.1 to determine if any operating costs reported together.			
OTHERINT	Operating Costs - Other Interest	S79	5	190-194
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	13605 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
REPAIRS	Operating Costs - Repairs and Maintenance	S80	5	195-199
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	04999 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			
SUPPLIES	Operating Costs - Supplies	S81	5	200-204
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01499 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			
RETAXES	Operating Costs - Real Estate Taxes	S82	5	205-209
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	03999 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			
	See Variable S90.1 to determine if any operating costs reported together.			
UTILCOST	Operating Costs - Utilities	S83	5	210-214
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	03839 = Topcode amount			
	99997 = Highest possible mean value			
	above topcode (see chapter 12)			
	99998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RFERCOST	Operating Costs - Tenant Referrals	S84	5	215-219
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01199 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
LAWNCOST	Operating Costs - Ground/Lawn/Snow Care	S85	5	220-224
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	01999 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
TRSHCOST	Operating Costs - Trash Collection	S86	5	225-229
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	00679 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			
	See Variable S90.1 to determine if any operating costs reported together.			
LABRCOST	Operating Costs - Personnel/Labor Costs	S87	5	230-234
	00000 = None			
	00001 = Amount in dollars			
	..			
	..			
	02399 = Topcode amount			
	99997 = Highest possible mean value above topcode (see chapter 12)			
	99998 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
GRNDRENT	Operating Costs - Ground Rent/Assessments  00000 = None 00001 = Amount in dollars .. .. 02759 = Topcode amount 99997 = Highest possible mean value above topcode (see chapter 12) 99998 = Not reported	S88	5	235-239
CONDOCST	Operating Costs - Condominium Fees  00000 = None 00001 = Amount in dollars .. .. 03599 = Topcode amount 99997 = Highest possible mean value above topcode (see chapter 12) 99998 = Not reported	S89	5	240-244
OTHOPCST	Operating Costs - Other Operating Costs  00000 = None 00001 = Amount in dollars .. .. 06070 = Topcode amount 99997 = Highest possible mean value above topcode (see chapter 12) 99998 = Not reported  See Variable S90.1 to determine if any operating costs reported together.	S90	5	245-249
OPCSTALL	Operating Costs Reported Together  00 = All costs reported separately or not reported 02 = Two of the costs reported together 03 = Three of the costs reported together .. .. 21 = All costs reported together	S90.1	2	575-576
FILLER	Blank	S91	4	250-253

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CURMAINT	Description of Current Maintenance Program	S92	1	254
	1 = Most maintenance postponed, major problems as soon as possible			
	2 = Minor problems postponed, major problems handled immediately			
	3 = All problems handled immediately and preventive maint. practiced			
	8 = Not reported			
FUTMAINT	Description of Maintenance Program Over Next 3 Years	S93	1	255
	1 = Most maintenance postponed, major problems as soon as possible			
	2 = Minor problems postponed, major problems handled immediately			
	3 = All problems handled immediately and preventive maint. practiced			
	8 = Not reported			
GVTLOAN	Property Benefits - 1	S94.1	1	256
	0 = Response not selected			
	1 = Government sponsored below market loan			
	8 = Not reported (no responses S94.1 - S94.6 selected)			
GVTSUBS	Property Benefits - 2	S94.2	1	257
	0 = Response not selected			
	1 = A government rental subsidy			
	8 = Not reported (no responses S94.1 - S94.6 selected)			
GVTGRANT	Property Benefits - 3	S94.3	1	258
	0 = Response not selected			
	1 = A government grant such as Section 202 or CDBG			
	8 = Not reported (no responses S94.1 - S94.6 selected)			
TAXRLIEF	Property Benefits - 4	S94.4	1	259
	0 = Response not selected			
	1 = Property tax relief			
	8 = Not reported (no responses S94.1 - S94.6 selected)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
FITCREDT	Property Benefits - 5  0 = Response not selected 1 = Federal income tax credit for low-income, etc. properties 8 = Not reported (no responses S94.1 - S94.6 selected)	S94.5	1	260
FITDEPR	Property Benefits - 6  0 = Response not selected 1 = Accelerated Federal income tax depreciation 2 = No property benefits 3 = Don't know 8 = Not reported (no responses S94.1 - S94.6 selected)  Note: S94.1 through S94.6 should be considered 1 item	S94.6	1	261
LIHTCELI	Rental Unit Eligibility for LIHTC  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S95	1	262
LIHTCRCV	Rental Unit Receiving LIHTC  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not eligible for LIHTC or eligibility not known)	S96	1	263
PROFIT	Did Rental Unit Make a Profit Last Year  1 = Yes 2 = No, broke even 3 = No, had a loss 4 = Don't know or not sure 8 = Not reported	S97	1	264
PROFCOMP	Profitability Comparison to Similar Units  1 = Less profitable than similar properties 2 = More profitable than similar properties 3 = About the same profitability as similar properties 4 = Don't know or not sure 8 = Not reported	S98	1	265

NAME	DESCRIPTION	NO.	SIZE	LOCATION
VALUECHG	Change in Area Property Values Last Year	S99	1	266
	1 = Increased 2 = Decreased 3 = Remained about the same 4 = Don't know or not sure 8 = Not reported			
COMPNSUB	Competitors for New Tenants - Privately Owned Nonsubsidized Units in the Area	S100	1	267
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPSEC8	Competitors for New Tenants - Privately Owned Units That Accept Section 8 Certificate/ Voucher Holders	S101	1	268
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPSUB	Competitors for New Tenants - Privately Owned Units With Other Subsidies	S102	1	269
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPPUBL	Competitors for New Tenants - Public Housing	S103	1	270
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
COMPOTHR	Competitors for New Tenants - Other	S104	1	271
	1 = Yes 2 = No 8 = Not reported			
MKTG2NEW	Rental Unit Now Being Marketed to New Tenants	S105	1	272
	1 = Yes 2 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MKNEWSAD	Advertising Now Used to Market Unit - Newspaper Ads  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	S106	1	273
MKTGTVAD	Advertising Now Used to Market Unit - TV/ Radio Ads  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	S107	1	274
MKTGUIDE	Advertising Now Used to Market Unit - Apt. Prop. Guides  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	S108	1	275
MKTGMLS	Advertising Now Used to Market Unit - MLS  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	S109	1	276
MKTGSIGN	Advertising Now Used to Market Unit - "For Rent" Sign  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	S110	1	277
MKTMOUTH	Advertising Now Used to Market Unit - Word-of-Mouth  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not being marketed)	S111	1	278



NAME	DESCRIPTION	NC.	SIZE	LOCATION
MKTGOTHR	Advertising Now Used to Market Unit - Other Means  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (not now marketed)	S112	1	279
CHNGNEWS	Changes Planned in Advertising Next Year - Newspaper Ads  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)	S113	1	280
CHNGTVAD	Changes Planned in Advertising Next Year - TV/Radio Ads  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)	S114	1	281
CHNGGUID	Changes Planned in Advertising Next Year - Apartment Property Guides  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)	S115	1	282
CHNGMLS	Changes Planned in Advertising Next Year - MLS  1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)	S116	1	283

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CHNGSIGN	Changes Planned in Advertising Next Year - "For Rent" Sign	S117	1	284
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
CHNGMOUT	Changes Planned in Advertising Next Year - Word-of-Mouth	S118	1	285
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
CHNGOTHR	Changes Planned in Advertising Next Year - Other	S119	1	286
	1 = Plan to use less often 2 = Plan to use more often 3 = No change planned 4 = Have no plan 8 = Not reported 9 = Not applicable (not being marketed)			
SCRNINTV	Methods Used to Screen Tenants - Personal Interviews	S120	1	287
	1 = Yes 2 = No 8 = Not reported			
SCRNAPPL	Methods Used to Screen Tenants - Application Form	S121	1	288
	1 = Yes 2 = No 8 = Not reported			
SCRNCREF	Methods Used to Screen Tenants - Credit Reference or Check	S122	1	289
	1 = Yes 2 = No 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
SCRNEMPL	Methods Used to Screen Tenants - Employment Ref. or Check  1 = Yes 2 = No 8 = Not reported	S123	1	290
SCRNPREF	Methods Used to Screen Tenants - Personal References  1 = Yes 2 = No 8 = Not reported	S124	1	291
SCRNBANK	Methods Used to Screen Tenants - Bank References  1 = Yes 2 = No 8 = Not reported	S125	1	292
SCRNPREV	Methods Used to Screen Tenants - References from Previous Agent/Owner  1 = Yes 2 = No 8 = Not reported	S126	1	293
SCRNINC	Methods Used to Screen Tenants - Proof of Meeting Minimum Income Requirement  1 = Yes 2 = No 8 = Not reported	S127	1	294
SCRNOTHR	Methods Used to Screen Tenants - Other  1 = Yes 2 = No 8 = Not reported	S128	1	295

NAME	DESCRIPTION	NO.	SIZE	LOCATION
SCRNIMP	Most Important Method Used to Screen Tenants  01 = Personal interviews 02 = Responses on application 03 = Credit references or credit checks 04 = Employment checks or employer references 05 = Personal references 06 = Bank references 07 = References from previous rental agent/owner 08 = Proof of meeting minimum income requirement 09 = Some other means 98 = Not reported	S129	2	296-297
TENREJEC	Anyone Rejected as Tenant in Last 2 Years  1 = Yes 2 = No 8 = Not reported	S130	1	298
REJINTV	Reasons for Rejection - Performance in Personal Interview  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S131	1	299
REJAPPL	Reasons for Rejection - Response to the Application Form  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S132	1	300
REJCRED	Reasons for Rejection - Credit or Credit References  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S133	1	301
REJEMPL	Reasons for Rejection - Employment History  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S134	1	302

NAME	DESCRIPTION	NO.	SIZE	LOCATION
REJREF	Reasons for Rejection - Personal References  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S135	1	303
REJOWNR	Reasons for Rejection - References from Prev. Agent/Owner  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S136	1	304
REJINCME	Reasons for Rejection - Insufficient Income  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S137	1	305
REJSMALL	Reasons for Rejection - Unit Too Small For Size of Household  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S138	1	306
REJBEHAV	Reasons for Rejection - A Record of Disruptive Behavior  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S139	1	307
REJNOFIT	Reasons for Rejection - Applicants Do Not "Fit In"  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S140	1	308

NAME	DESCRIPTION	NC.	SIZE	LOCATION
REJOCCUP	Reasons for Rejection - Type of Occupation  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S141	1	309
REJOTHER	Reasons for Rejection - Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no one rejected in last 2 years)	S142	1	310
RENTINFL	Factors Used Setting Rents - Last Years Rent + Inflation  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S143	1	311
LYRCOST	Factors Used Setting Rents - Last Years Operating Costs  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S144	1	312
INCR COST	Factors Used Setting Rents - Expect. Oper. Cost Increase  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S145	1	313
TURN OVER	Factors Used Setting Rents - Effect on Tenant Turnover  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S146	1	314

NAME	DESCRIPTION	NO.	SIZE	LOCATION
DEMAND	Factors Used Setting Rents - Demand for Units in Area  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S147	1	315
VACANCY	Factors Used Setting Rents - Vacancies in Area  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S148	1	316
SIMILARU	Factors Used Setting Rents - Rents for Similar Units  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S149	1	317
GOVRESTR	Factors Used Setting Rents - Gov't Rent Restrictions  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S150	1	318
OTHERFAC	Factors Used Setting Rents - Other  0 = Not a factor 1 = Important factor 8 = Not reported (no response S143 - S152 selected)	S151	1	319
FACUNKNO	Factors Used Setting Rents - Don't know  0 = Reported one or more factors 1 = Don't know what factors used or didn't report any factors 8 = Not reported (no response S143 - S152 selected)  Note: S143 - S152 should be considered 1 item	S152	1	320

NAME	DESCRIPTION	NO.	SIZE	LOCATION
RENTTIME	Length of Time Current Tenant Rented Unit  1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = More than 5 years 5 = Unit is now vacant 8 = Not reported	S153	1	321
CHGOWNER	Changes to Rental Unit Currently Taking Place - 1  0 = Response not selected 1 = Converting the rental unit to owner occupancy 8 = Not reported (no response S154.1 - S154.4 selected)	S154.1	1	322
CHGNORES	Changes to Rental Unit Currently Taking Place - 2  0 = Response not selected 2 = Converting the rental unit to nonresidential use 8 = Not reported (no response 154.1 - S154.4 selected)	S154.2	1	323
CHGRENOV	Changes to Rental Unit Currently Taking Place - 3  0 = Response not selected 3 = Renovating or replacing obsolete features 8 = Not reported (no response S154.1 - S154.4 selected)	S154.3	1	324
CHGTNANT	Changes to Rental Unit Currently Taking Place - 4  0 = Response not selected 5 = Working to change the type of tenant 6 = None of the changes currently taking place 7 = Respondent doesn't know 8 = Not reported (no response S154.1 - S154.4 selected)  Note: S154.1 through S154.4 should be considered 1 item	S154.4	1	325



NAME	DESCRIPTION	NO.	SIZE	LOCATION
TEN2LEAV	Actively Encouraging Current Tenant to Leave  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no changes to property planned)	S155	1	326
INCRRENT	Techniques Used to Encourage the Tenant to Leave - 1  0 = Response not selected 1 = Rent increases 8 = Not reported (no response S156.1 - S156.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)	S156.1	1	327
LESSMAIN	Techniques Used to Encourage the Tenant to Leave - 2  0 = Response not selected 2 = Decreasing level of maintenance 8 = Not reported (no response S156.1 - S156.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)	S156.2	1	328
LESSSVC	Techniques Used to Encourage the Tenant to Leave - 3  0 = Response not selected 3 = Decreasing services to tenants 8 = Not reported (no response S156.1 - S156.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)	S156.3	1	329
CHRGFEES	Techniques Used to Encourage the Tenant to Leave - 4  0 = Response not selected 4 = Charging fees for previously free services 8 = Not reported (no response S156.1 - S156.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)	S156.4	1	330

NAME	DESCRIPTION	NO.	SIZE	LOCATION
LVOTHER	Techniques Used to Encourage the Tenant to Leave - 5  0 = Response not selected 5 = Other techniques 8 = Not reported (no response S156.1 - S156.5 selected) 9 = Not applicable (no changes to property; not increasing turnover)  Note: S156.1 through S156.5 should be considered 1 item	S156.5	1	331
DISCTURN	Actively Trying to Discourage Tenant Turnover  1 = Yes 2 = No 3 = Not reported 9 = Not applicable (encouraging tenant to move out)	S157	1	332
RETAIN	Why Trying to Discourage Tenant Turnover - 1  0 = Response not selected 2 = To retain desirable tenants 8 = Not reported (no response S158.1 - S158.4 selected) 9 = Not applicable (encouraging move out; not discouraging turnover)	S158.1	1	333
MINCOSTS	Why Trying to Discourage Tenant Turnover - 2  0 = Response not selected 3 = To minimize turnover costs 8 = Not reported (no response S158.1 - S158.4 selected) 9 = Not applicable (encouraging move out; not discouraging turnover)	S158.2	1	334
LOWRCOST	Why Trying to Discourage Tenant Turnover - 3  0 = Response not selected 4 = To lower maintenance costs 8 = Not reported (no response S158.1 - S158.4 selected) 9 = Not applicable (encouraging move out; not discouraging turnover)	S158.3	1	335

NAME	DESCRIPTION	NO.	SIZE	LOCATION
DISCOTHR	Why Trying to Discourage Tenant Turnover - 4	S158.4	1	336
	0 = Response not selected 5 = Other reasons 8 = Not reported (no response S158.1 - S158.4 selected) 9 = Not applicable (encouraging move out; not discouraging turnover)			
	Note: S158.1 through S158.4 should be considered 1 item			
RENTREDU	Techniques Used to Discourage Tenant Turnover - 1	S159.1	1	337
	0 = Response not selected 1 = Rent concessions or reductions 8 = Not reported (no response S159.1 - S159.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
INCRMAIN	Techniques Used to Discourage Tenant Turnover - 2	S159.2	1	338
	0 = Response not selected 2 = Increasing the level of maintenance 8 = Not reported (no response S159.1 - S159.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
UPGRDING	Techniques Used to Discourage Tenant Turnover - 3	S159.3	1	339
	0 = Response not selected 3 = Redecorating or upgrading the units 8 = Not reported (no response S159.1 - S159.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			
OTHRIMPR	Techniques Used to Discourage Tenant Turnover - 4	S159.4	1	340
	0 = Response not selected 4 = Making other improvements to the property 8 = Not reported (no response S159.1 - S159.6 selected) 9 = Not applicable (increasing turnover; not minimizing)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
IMPRVSR	Techniques Used to Discourage Tenant Turnover - 5  0 = Response not selected 5 = Improving services to the tenant 8 = Not reported (no response S159.1 - S159.6 selected) 9 = Not applicable (increasing turnover; or minimizing)	S159.5	1	341
TURNOTHR	Techniques Used to Discourage Tenant Turnover - 6  0 = Response not selected 6 = Other techniques 8 = Not reported (no response S159.1 - S159.6 selected) 9 = Not applicable (increasing turnover; not minimizing)  Note: S159.1 through S159.6 should be considered 1 item	S159.6	1	342
TAXABHIS	Real Estate Tax Abatement - For Historical Preservation  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S160	1	343
TXABATNIN	Real Estate Tax Abatement - Unit Has Low Income Tenants  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S161	1	344
TXABARIN	Real Estate Tax Abatement - Unit In Low Income Area  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S162	1	345

NAME	DESCRIPTION	NO.	SIZE	LOCATION
TXABEDEV	Real Estate Tax Abatement - Unit In Targeted Economic Development Area  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S163	1	346
TXABAPEL	Real Estate Tax Abatement - Real Estate Tax Appeal  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S164	1	347
TXABOTHR	Real Estate Tax Abatement - For Other Reasons  1 = Yes 2 = No 8 = Not reported	S165	1	348
SEC8FAML	Familiarity With Section 8  1 = Very familiar 2 = Somewhat familiar 3 = Not at all familiar 8 = Not reported	S166	1	349
SEC8INQ	Number of Section 8 Inquiries in Last 6 Months  01 = None 02 = Fewer than 5 inquiries 03 = 5 or more inquiries 08 = Don't know how many inquiries 98 = Not reported	S167	2	350-351
SEC8TENT	Ever Been Section 8 Tenants At This Unit  1 = Yes 2 = No 8 = Not reported	S168	1	352
NEWSEC8	Would Owner Accept New Section 8 Tenants  1 = Yes 2 = No 8 = Not reported	S169	1	353

NAME	DESCRIPTION	NO.	SIZE	LOCATION
NOS8COLL	Reasons Will Not Accept Section 8 Tenants - 1  0 = Response not selected 1 = Concerned about ability to collect on vouchers 8 = Not reported (no response S170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)	S170.1	1	354
NOS8PROB	Reasons Will Not Accept Section 8 Tenants - 2  0 = Response not selected 2 = Concerned about problems with tenants in program 8 = Not reported (no response S170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)	S170.2	1	355
NOS8REGU	Reasons Will Not Accept Section 8 Tenants - 3  0 = Response not selected 3 = Too many regulations connected with these programs 8 = Not reported (no response S170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)	S170.3	1	356
NOS8PAPR	Reasons Will Not Accept Section 8 Tenants - 4  0 = Response not selected 4 = Too much paperwork and time involved 8 = Not reported (no response S170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)	S170.4	1	357
NOS8RENT	Reasons Will Not Accept Section 8 Tenants - 5  0 = Response not selected 5 = Rents for this unit too high to participate 8 = Not reported (no response S170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)	S170.5	1	358

NAME	DESCRIPTION	NO.	SIZE	LOCATION
NOS8SUBS	Reasons Will Not Accept Section 8 Tenants - 6 0 = Response not selected 6 = Object to government involvement in rental subsidies 8 = Not reported (no response 170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)	S170.6	1	359
NOS8OTHR	Reasons Will Not Accept Section 8 Tenants - 7 0 = Response not selected 7 = Other reasons 8 = Not reported (no response S170.1 - S170.7 selected) 9 = Not applicable (will accept Section 8 tenants)  Note: S170.1 through S170.7 should be considered 1 item	S170.7	1	360
DELINTEN	Presence of Delinquent Tenants in Last 2 Years 1 = Yes 2 = No 8 = Not reported	S171	1	361
CASHDELI	Severity of Cash Flow Problem Caused by Delinquencies 1 = Minor 2 = Moderate 3 = Serious 8 = Not reported 9 = Not applicable (no delinquencies)	S172	1	362
NOTILATE	Dealing With Delinq. Tenants - Notify Tenants They Are Late Before Taking Further Action 1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S173	1	363
COLLEPRO	Dealing With Delinq. Tenants - Notify Tenants They Are Late And Begin Collection Procedures 1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S174	1	364

NAME	DESCRIPTION	NO.	SIZE	LOCATION
EVICPRO	Dealing With Delinq. Tenants - Begin Eviction Procedures  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S175	1	365
DELNQWAI	Dealing With Delinq. Tenants - Do Nothing and Wait  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S176	1	366
DELNQQTH	Dealing With Delinq. Tenants - Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S177	1	367
CHARDLNQ	Charac. of Delinq. Tenants - From Low-Income Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S178	1	368
CHARSEC8	Charac. of Delinq. Tenants - Section 8 Certificate Holders  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S179	1	369
CHARSNGL	Charac. of Delinq. Tenants - From Single-Parent Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S180	1	370



NAME	DESCRIPTION	NO.	SIZE	LOCATION
CHARCRWD	Charac. of Delinq. Tenants - From Overcrowded Units  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S181	1	371
CHARTEEN	Charac. of Delinq. Tenants - From Households With Teenage Children  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S182	1	372
CHARSTU	Charac. of Delinq. Tenants - From Young Adult or Student Households  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S183	1	373
CHARUNEM	Charac. of Delinq. Tenants - From Households With Unemployed Adults  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S184	1	374
CHARUNOW	Charac. of Delinq. Tenants - From Households With Visitors Unwelcome to the Owner  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S185	1	375
CHARUNTE	Charac. of Delinq. Tenants - From Households With Visitors Unwelcome to the Tenants  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S186	1	376

NAME	DESCRIPTION	NO.	SIZE	LOCATION
CHAROTHR	Charac. of Delinq. Tenants - Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no delinquencies)	S187	1	377
VANDLIN	Incidence of Disruptive Behavior in Last 2 Years - Vandalism to Inside of Unit  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S188	1	378
VANDLOUT	Incidence of Disruptive Behavior in Last 2 Years - Vandalism to Outside of Unit or to the Grounds  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S189	1	379
THEFT	Incidence of Disruptive Behavior in Last 2 Years - Theft  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S190	1	380
LOUDBHAV	Incidence of Disruptive Behavior in Last 2 Years - Loud or Disruptive Behavior  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S191	1	381
VIOLENCE	Incidence of Disruptive Behavior in Last 2 Years - Violence  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S192	1	382

NAME	DESCRIPTION	NO.	SIZE	LOCATION
DRUGUSE	Incidence of Disruptive Behavior in Last 2 Years-Drug Usage  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S193	1	383
DSRUPOTH	Incidence of Disruptive Behavior in Last 2 Years - Other  1 = Never 2 = Rarely 3 = Occasionally 4 = Frequently 8 = Not reported	S194	1	384
TALKING	Manner of Dealing With Undesirable Behavior - Talking to the Disruptive Individuals  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S195	1	385
WARNING	Manner of Dealing With Undesirable Behavior - Issuing a Warning in Writing  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S196	1	386
CALLSECU	Manner of Dealing With Undesirable Behavior - Calling Private Security  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S197	1	387
CALLPOLI	Manner of Dealing With Undesirable Behavior - Calling Police  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S198	1	388

NAME	DESCRIPTION	NO.	SIZE	LOCATION
EVICPROC	Manner of Dealing With Undesirable Behavior - Beginning Eviction Procedures  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S199	1	389
DEALHAV	Manner of Dealing With Undesirable Behavior - Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S200	1	390
PROBLOWI	Charac. of Problem Tenants - From a Low Income Household  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S201	1	391
PROBSEC8	Charac. of Problem Tenants - Section 8 Certificate/Voucher Holders  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S202	1	392
PROBSNGL	Charac. of Problem Tenants - From a Single-Parent Household  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S203	1	393
PROBCRWD	Charac. of Problem Tenants - From an Overcrowded Unit  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S204	1	394

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PROBTEEN	Charac. of Problem Tenants - From a Household With Teenage Children  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S205	1	395
PROBSTUD	Charac. of Problem Tenants - From a Young Adult or Student Household  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S206	1	396
PROBUNEM	Charac. of Problem Tenants - From a Household With One or More Unemployed Adults  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S207	1	397
PROBUNOW	Charac. of Problem Tenants - From a Household With Visitors Unwelcome to the Owner  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S208	1	398
PROBUNTE	Charac. of Problem Tenants - From a Household With Visitors Unwelcome to the Tenants  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S209	1	399
PROBOTHR	Charac. of Problem Tenants - Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (no undesirable behavior)	S210	1	400

NAME	DESCRIPTION	NO.	SIZE	LOCATION
COURTOWR	Times Owner Taken a Tenant to Court in Last 2 Years  1 = Never 2 = Once 3 = More than once 8 = Not reported	S211	1	401
COURTTEN	Times Tenant Taken Owner to Court in Last 2 Years  1 = Never 2 = Once 3 = More than once 8 = Not reported	S212	1	402
EVICNUM	Number of Times Tenant Evict. Proc. Started in Last 2 Years  0 = Never 1 = Once 2 = More than once 8 = Not reported	S213	1	403
EVICDESC	Description of Eviction Process  1 = Very easy 2 = Easy 3 = Neither easy nor difficult 4 = Difficult 5 = Very Difficult 6 = Don't know 8 = Not reported 9 = Not applicable (no evictions started in last 2 years)	S214	1	404
HHINCTEN	Description of Household Income of Tenants  1 = Low income 2 = Middle income 3 = Upper income 7 = Don't know 8 = Not reported	S215	1	405

NAME	DESCRIPTION	NO.	SIZE	LOCATION
LEADPNT	Restrictions/Regulations Making It Difficult to Operate Unit - Lead Based Paint Requirements	S216	1	406
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
ASBESREQ	Restrictions/Regulations Making It Difficult to Operate Unit - Asbestos Requirements	S217	1	407
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
WASTEREQ	Restrictions/Regulations Making It Difficult to Operate Unit - Waste Disposal Requirements	S218	1	408
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
RADONREQ	Restrictions/Regulations Making It Difficult to Operate Unit - Radon Requirements	S219	1	409
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
WATERREG	Restrictions/Regulations Making It Difficult to Operate Unit - Water Quality Standards	S220	1	410
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
ZONEREG	Restrictions/Regulations Making It Difficult to Operate Unit - Zoning or Property Usage	S221	1	411
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
PARKRES	Restrictions/Regulations Making It Difficult to Operate Unit - Parking Restrictions	S222	1	412
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
UTILIMIT	Restrictions/Regulations Making It Difficult to Operate Unit - Limits on Utility Hook-ups	S223	1	413
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
RENTCTRL	Restrictions/Regulations Making It Difficult to Operate Unit - Rent Control/ Stabilization, Etc	S224	1	414
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
ADACTRES	Restrictions/Regulations Making It Difficult to Operate Unit - Americans With Disabilities Act	S225	1	415
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			



NAME	DESCRIPTION	NO.	SIZE	LOCATION
HISTPRES	Restrictions/Regulations Making It Difficult to Operate Unit - Historic Preservation Restrictions	S226	1	416
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
PROPTX	Restrictions/Regulations Making It Difficult to Operate Unit - Local Property Taxes	S227	1	417
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
OTHEREG	Restrictions/Regulations Making It Difficult to Operate Unit - Other Regulations or Restrictions	S228	1	418
	1 = No 2 = Yes, a little 3 = Yes, somewhat 4 = Yes, a lot 8 = Not reported			
DISPUTE	Does Local Government Offer Dispute Resolution	S229	1	419
	1 = Yes 2 = No 3 = Don't know 8 = Not reported			
DISCUSS	How Does Government Assist - Provide Opportunity to Discuss Issues at an Early Stage	S230	1	420
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (local government does not assist)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MEDIATOR	How Does Government Assist - Provide Mediators  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (local government does not assist)	S231	1	421
ASSTOTHR	How Does Government Assist - Other  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (local government does not assist)	S232	1	422
MEDIATE	Is There Mechanism Other Than Courts to Mediate Disputes Between Owners and Local Government  1 = Yes 2 = No 3 = Don't know 8 = Not reported	S233	1	423
HUDCNTAC	Have There Been Contacts With HUD in the Last Year  1 = Yes 2 = No 8 = Not reported	S234	1	424
HUDCNTNO	Number of Contacts With HUD in the Last Year  01 = 1 contact .. .. 97 = 97 contacts 98 = Not reported 99 = Not applicable (no contacts with HUD in last year)	S235	2	425-426
HUDSATIS	Satisfaction With HUD Contacts  1 = Very satisfied 2 = Satisfied 3 = Neither satisfied nor dissatisfied 4 = Unsatisfied 5 = Very unsatisfied 8 = Not reported 9 = Not applicable (no contacts with HUD in last year)	S236	1	427

NAME	DESCRIPTION	NO.	SIZE	LOCATION
YRPROPAQ	Year Property Acquired	S237	2	428-429
	01 = Last two digits of year			
	..			
	..			
	95 = 1995			
	98 = Not reported			
PROPACQ	How Property Acquired	S238	1	430
	1 = Purchase			
	2 = Tax free exchange of rental property			
	3 = Foreclosure or assignment			
	4 = Some other manner			
	5 = Inheritance or gift			
	8 = Not reported			
PURRESID	Owner's Reason for Purchasing - As Residence	S239	1	431
	0 = Not a reason			
	1 = A reason for purchasing			
	8 = Not reported (no responses to S239 - S248 selected)			
	9 = Not applicable (acquired by inheritance or gift)			
PURAFFDH	Owner's Reason for Purchasing - To Provide Afford. Housing	S240	1	432
	0 = Not a reason			
	1 = A reason for purchasing			
	8 = Not reported (no responses to S239 - S248 selected)			
	9 = Not applicable (acquired by inheritance or gift)			
PURCINCM	Owner's Reason for Purchasing - For Income From Rents	S241	1	433
	0 = Not a reason			
	1 = A reason for purchasing			
	8 = Not reported (no responses to S239 - S248 selected)			
	9 = Not applicable (acquired by inheritance or gift)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PURCCAPG	Owner's Reason for Purchasing - For Long-Term Cap. Gains	S242	1	434
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURCNONR	Owner's Reason for Purchasing - To Convert From Residential to Nonresidential Use	S243	1	435
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURCRESI	Owner's Reason for Purchasing - To Convert From Nonresidential to Residential Use	S244	1	436
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURTXSHL	Owner's Reason for Purchasing - As a Tax Shelter	S245	1	437
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURRETIR	Owner's Reason for Purchasing - As Retirement Security	S246	1	438
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PURCHSEC	Owner's Reason for Purchasing - As Future Security for Family	S247	1	439
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			
PURCOTHR	Owner's Reason for Purchasing - Other Reason	S248	1	440
	0 = Not a reason 1 = A reason for purchasing 8 = Not reported (no responses to S239 - S248 selected) 9 = Not applicable (acquired by inheritance or gift)			
	Note: S239 - S248 should be considered 1 item			
PURIMPRS	Most Important Reason For Purchasing	S249	2	441-442
	01 = As residence for self or family 02 = To provide affordable housing 03 = For income from rents 04 = For long-term capital gains 05 = To convert from residential to nonresidential 06 = To convert from nonresidential to residential 07 = As a tax shelter 08 = As retirement security 09 = As future security for family 10 = Some other reason 98 = Not reported 99 = Not applicable (acquired by inheritance or gift)			
PURPRICE	Purchase Price	S250	7	443-449
	0000001 = Amount in dollars .. .. 0199999 = Topcode amount 9999997 = Highest possible mean value above topcode (see chapter 12) 9999998 = Not reported 9999999 = Not applicable (acquired by inheritance or gift)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
HOWFINCD	How The Acquisition Was Financed	S251	1	450
	1 = Placed one new mortgage 2 = Placed two or more new mortgages 3 = Assumed a mortgage already on property 4 = Assumed and placed a mortgage 5 = Borrowed using assets other than property 6 = Paid all cash 7 = Some other manner 8 = Not reported 9 = Not applicable (acquired by inheritance or gift)			
DOWNPYMT	Source of Down Payment	S252	3	451-453
	001 = Sale of land or other real estate 002 = Sale of previously owned stocks, shares, etc. 004 = Owner's cash bank deposits, etc. 005 = Borrowing using assets other than property 006 = Other cash source 007 = Non-cash source 008 = No down payment required 009 = Don't know .. .. 567 = Borrowing using assets; other cash source; non-cash source 998 = Not reported 999 = Not applicable (acquired by inheritance or gift)			
VALUE	Value	S253	7	454-460
	0000001 = Amount in dollars .. .. 0274999 = Topcode amount 9999997 = Highest possible mean value above topcode (see chapter 12) 9999998 = Not reported			
ASSEDVAL	Basis for Estimate of Value - 1	S254.1	1	461
	0 = Response not selected 1 = Assessed value of property 8 = Not reported (no responses S254.1 - S254.7 selected)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
APPRAISL	Basis for Estimate of Value - 2  0 = Response not selected 2 = Recent real estate appraisal 8 = Not reported (no responses S254.1 - S254.7 selected)	S254.2	1	462
INFLATN	Basis for Estimate of Value - 3  0 = Response not selected 3 = Original purchase price plus inflation 8 = Not reported (no responses S254.1 - S254.7 selected)	S254.3	1	463
INFLIMPR	Basis for Estimate of Value - 4  0 = Response not selected 4 = Original purchase price plus inflation and improvements 8 = Not reported (no responses S254.1 - S254.7 selected)	S254.4	1	464
SMLRPROP	Basis for Estimate of Value - 5  0 = Response not selected 5 = Selling or asking price of similar properties 8 = Not reported (no responses S254.1 - S254.7 selected)	S254.5	1	465
CPTLZREV	Basis for Estimate of Value - 6  0 = Response not selected 6 = Capitalization of current rental revenues 8 = Not reported (no responses S254.1 - S254.7 selected)	S254.6	1	466
VALOTHER	Basis for Estimate of Value - 7  0 = Response not selected 7 = Something else 8 = Not reported (no responses S254.1 - S254.7 selected)  Note: S254.1 through S254.7 should be considered 1 item	S254.7	1	467

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNFSELF	Reasons for Continuing to Own - Future Residence for Self	S255	1	468
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)			
OWNAFFDH	Reasons for Continuing to Own - To Provide Afford. Housing	S256	1	469
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)			
OWNINCME	Reasons for Continuing to Own - For Income From Rents	S257	1	470
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)			
OWNCAPGN	Reasons for Continuing to Own - For Long-Term Cap. Gains	S258	1	471
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)			
OWNNONRE	Reasons for Continuing to Own - To Convert to Nonres. Use	S259	1	472
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)			
OWNTXSHL	Reasons for Continuing to Own - As Tax Shelter	S260	1	473
	0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)			



NAME	DESCRIPTION	NC.	SIZE	LOCATION
OWNRETIR	Reasons for Continuing to Own - As Retirement Security  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)	S261	1	474
OWNFUTR	Reasons for Continuing to Own - As Future Security for Family  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)	S262	1	475
OWNSALE	Reasons for Continuing to Own - Currently for Sale, But Not Yet Sold  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)	S263	1	476
OWNHIMTG	Reasons for Continuing to Own - Can't Sell Because Mortgage Higher Than Current Value  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)	S264	1	477
OWNNOBUY	Reasons for Continuing to Own - Want to Sell, No Buyers  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)	S265	1	478
OWNOTHR	Reasons for Continuing to Own - Other  0 = Not a reason 1 = A reason for continuing to own 8 = Not reported (no responses S255 - S266 selected)  Note: S255 - S266 should be considered 1 item	S266	1	479

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNMAIN	Main Reason for Continuing to Own 01 = As residence for self or family 02 = To provide affordable housing 03 = For income from rents 04 = For long-term capital gains 05 = To convert from residential to nonresidential 06 = As a tax shelter 07 = As retirement security 08 = As future security for family 09 = Currently for sale, but not yet sold 10 = Can't sell because mortgage higher than current value 11 = Want to sell but no buyers 12 = Some other reason 98 = Not reported	S267	2	480-481
OWNTIME	Length of Time Plan to Own 1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = More than 5 years 5 = Don't know 8 = Not reported	S268	1	482
BUYAGAIN	Would Owner Buy Again Today 1 = Yes 2 = No 3 = Don't know or not sure 8 = Not reported	S269	1	
MTGDEED	Mortgage Status - 1 0 = Response not selected 1 = Mortgage, deed of trust, etc. 8 = Not reported (no responses S270.1 - S270.4 selected)	S270.1	1	484
MTGCONTR	Mortgage Status - 2 0 = Response not selected 2 = Contract to purchase, land contract, etc. 8 = Not reported (no responses S270.1 - S270.4 selected)	S270.2	1	485

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MTGHOMEQ	Mortgage Status - 3 0 = Response not selected 3 = Line of credit or home equity loan 8 = Not reported (no responses S270.1 - S270.4 selected)	S270.3	1	486
MTGOTHER	Mortgage Status - 4 0 = Response not selected 4 = Some other loan secured by the property 5 = Not mortgaged 8 = Not reported (no responses S270.1 - S270.4 selected)  Note: S270.1 through S270.4 should be considered 1 item	S270.4	1	487
MTGNUM	Number of Mortgages 1 = One mortgage 2 = Two mortgages 3 = Three mortgages 4 = Four or more mortgages 8 = Not reported 9 = Not applicable (not mortgaged)	S271	1	488
SERVICER	Type of Servicer 01 = Commercial bank or trust 02 = Savings and loan; Federal savings bank 03 = Mutual savings bank 04 = Life insurance company 05 = Mortgage banker or mortgage company 06 = Federally-sponsored secondary market agency or mortgage pool 07 = Conventional mortgage pool 08 = Other federal agencies 09 = Real estate investment trust (REIT) 10 = Pension fund or retirement fund 11 = Credit union 12 = Finance company 13 = State or municipal gov. or housing finance agency 14 = Individual or individual's estate 15 = Other 98 = Not reported 99 = Not applicable (not mortgaged)	S272	2	489 - 490

NAME	DESCRIPTION	NO.	SIZE	LOCATION
HOLDMTG	Does Servicer Also Hold Mortgage  1 = Yes 2 = No 3 = Don't know 8 = Not reported 9 = Not applicable (not mortgaged)	S273	1	491
MTG1AMT	Amount of First Mortgage When Made  0000001 = Amount in dollars .. .. 0189999 = Topcode amount 9999997 = Highest possible mean value above topcode (see chapter 12) 9999998 = Not reported 9999999 = Not applicable (not mortgaged)	S274	7	492-498
MTG1INS	First Mortgage Insurance Status  1 = Federal Housing Administration (FHA) 2 = The Department of Veterans Affairs (VA) 3 = The Farmers Home Administration (FMHA) 4 = A private mortgage insurance company 5 = Not insured or guaranteed 8 = Not reported 9 = Not applicable (not mortgaged)	S275	1	499
MTG1ORIG	First Mortgage Origination  1 = Same mortgage placed/assumed when property acquired 2 = A refinancing of a previous loan 3 = A mortgage on a property owned free and clear 8 = Not reported 9 = Not applicable (not mortgaged)	S276	1	500
MTG1YRMD	Year First Mortgage Made 50 = Last two digits of year .. .. 95 = 1995 98 = Not reported 99 = Not applicable (not mortgaged)	S277	2	501-502

NAME	DESCRIPTION	NO.	SIZE	LOCATION
MTG1INT	Current Interest Rate on First Mortgage  0000 = 00.00 percent .. .. 2100 = 21.00 percent or more 9998 = Not reported 9999 = Not applicable (not mortgaged)	S278	4	503-506
MTG1TYPE	Type of First Mortgage  1 = Fixed-rate, level payment 2 = Short-term with balloon payment 3 = Adjustable rate mortgage 4 = Other 8 = Not reported 9 = Not applicable (not mortgaged)	S279	1	507
MTGPYMT	Required Monthly Mortgage Payment  00000 = None 00001 = Amount in dollars .. .. 01799 = Topcode amount 99997 = Highest possible mean value above topcode (see chapter 12) 99998 = Not reported 99999 = Not applicable (not mortgaged)	S280	5	508-512
PAYSCHMG	Payment Schedule for Monthly Mortgage Payments  1 = Month 2 = Quarter 3 = Year 4 = Other 8 = Not reported 9 = Not applicable (not mortgaged; no regular payments)	S281	1	513

NAME	DESCRIPTION	NO	SIZE	LOCATION
OWNERTYP	Type of Owner	S282	2	514-515
	01 = Individual investor, including husband/wife ownership			
	02 = Trustee for estate			
	03 = Limited partnership			
	04 = General partnership			
	05 = Joint venture			
	06 = Real estate investment trust (REIT)			
	07 = Life insurance company			
	08 = Financial inst. other than life insurance company			
	09 = Real estate corporation			
	10 = Corporation other than real estate corporation			
	11 = Housing co-operative organization			
	12 = Non-profit or church related institution			
	13 = Fraternal organization			
	14 = Other kind of institution			
	98 = Not reported			
OWNERNUM	Number of Owners	S283	1	516
	1 = 1 owner			
	2 = 2 owners			
	3 = 3 or more owners			
	8 = Not reported			
	9 = Not applicable (Institutional owner)			
OWNERAGE	Age of Owner	S284	2	517-518
	18 = 18 years old			
	..			
	..			
	97 = 97 years or older			
	98 = Not reported			
	99 = Not applicable (Institutional owner)			
OWNERSEX	Sex of Owner	S285	1	519
	1 = Male			
	2 = Female			
	8 = Not reported			
	9 = Not applicable (Institutional owner)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNRRACE	Race of Owner	S286	1	520
	1 = White 2 = Black or African American 3 = American Indian or Alaskan Native 4 = Asian or Pacific Islander 5 = Other 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNRHISP	Spanish/Hispanic Origin of Owner	S287	1	521
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNOTHPR	Does Owner Own Other Residential Property in U.S.	S288	1	522
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNTLNUM	Number of Total Rental Units Owned by Owner	S289	5	523-527
	00001 = 1 unit 00002 = 2 units .. .. 99997 = 99,997 units 99998 = Not reported 99999 = Not applicable (Institutional owner)			
OWNGINCM	Owner's Total Gross Income	S290	1	528
	1 = Less than \$10,000 2 = \$10,000 to \$29,999 3 = \$30,000 to \$49,999 4 = \$50,000 to \$74,999 5 = \$75,000 to \$99,999 6 = \$100,000 or more 8 = Not reported 9 = Not applicable (Institutional owner)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
PCTINCM	Percentage of Income From This Rental Unit  1 = 100 percent 2 = 75 to 99 percent 3 = 50 to 74 percent 4 = 25 to 49 percent 5 = 10 to 24 percent 6 = 1 to 9 percent 7 = None, this property losing money 8 = Not reported 9 = Not applicable (Institutional owner)	S291	1	529
PCTALLIN	Percentage of Income From All Residential Property  1 = 100 percent 2 = 75 to 99 percent 3 = 50 to 74 percent 4 = 25 to 49 percent 5 = 10 to 24 percent 6 = 1 to 9 percent 7 = None 8 = Not reported 9 = Not applicable (Institutional owner; owns no other units)	S292	1	530
OWNRCNTR	Does Owner Contribute to Maintenance or Management of This Rental Unit  1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner)	S293	1	531
TIMEOWNR	How Much Time Does Owner Contribute on Maintenance or Management of This Rental Unit This Year  0 = Less than 1 hour per week 1 = 1 to 8 hours per week 2 = 9 to 24 hours per week 3 = 25 to 40 hours per week 4 = More than 40 hours per week 8 = Not reported 9 = Not applicable (Institutional owner; owner doesn't contribute time)	S294	1	532



NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNERSAL	Did Owner Receive Salary or Wages for Time Contributed in the Maintenance or Management of This Rental Unit This Year	S295	1	533
	1 = Yes 2 = No 8 = Not reported 9 = Not applicable (Institutional owner; owner doesn't contribute time)			
PCTOWNTM	Percentage of Owner's Time Spent on Maintenance or Management of All Residential Rental Property	S296	1	534
	1 = 100 percent 2 = 75 to 99 percent 3 = 50 to 74 percent 4 = 25 to 49 percent 5 = Less than 25 percent 8 = Not reported 9 = Not applicable (Institutional owner)			
OWNREXEC	Other Type of Work of Owner - 1	S297.1	1	535
	0 = Response not selected 1 = Executive, administrative, or managerial 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			
OWNRPROF	Other Type of Work of Owner - 2	S297.2	1	536
	0 = Response not selected 1 = Professional (legal, medical, educational, etc.) 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			
OWNRTECH	Other Type of Work of Owner - 3	S297.3	1	537
	0 = Response not selected 1 = Technical 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNRADMN	Other Type of Work of Owner - 4	S297.4	1	538
	0 = Response not selected 1 = Administrative support, clerical 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			
OWNRSALE	Other Type of Work of Owner - 5	S297.5	1	539
	0 = Response not selected 1 = Sales 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			
OWNRCRFT	Other Type of Work of Owner - 6	S297.6	1	540
	0 = Response not selected 1 = Precision craft or repair 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			
OWNRFARM	Other Type of Work of Owner - 7	S297.7	1	541
	0 = Response not selected 1 = Farming, forestry, or fishing 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			
OWNROTWK	Other Type of Work of Owner - 8	S297.8	1	542
	0 = Response not selected 1 = Other type of work 2 = No other type of work 8 = Not reported (no responses for S297.1 - S297.8 selected) 9 = Not applicable (institutional owner, no other type of work)			

Note: S297.1 through S297.8 should be  
considered 1 item

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OWNRLIVE	Where Owner Lives Most of the Time	S298	2	543-544
	01 = United States (including Puerto Rico)			
	02 = Canada			
	03 = Mexico			
	04 = Central America, South America, the Caribbean			
	05 = Europe			
	06 = Asia excluding the Middle East			
	07 = Middle East, North Africa			
	08 = Other Africa			
	09 = Australia, New Zealand, Pacific Islands			
	10 = Other			
	98 = Not reported			
	99 = Not applicable (Institutional owner)			
OWNRVISIT	How Often Did Owner Visit Property in Last 12 Months	S299	1	545
	1 = More than once a week			
	2 = About once a week			
	3 = About twice a month			
	4 = About once a month			
	5 = Less than once a month			
	6 = Never or almost never			
	8 = Not reported			
	9 = Not applicable (Institutional owner)			
OWNRBORN	Where Was Owner Born	S300	2	546-547
	01 = United States (including Puerto Rico)			
	02 = Canada			
	03 = Mexico			
	04 = Central America, South America, the Caribbean			
	05 = Europe			
	06 = Asia excluding the Middle East			
	07 = Middle East, North Africa			
	08 = Other Africa			
	09 = Australia, New Zealand, Pacific Islands			
	10 = Other			
	98 = Not reported			
	99 = Not applicable (Institutional owner)			

NAME	DESCRIPTION	NO.	SIZE	LOCATION
YRSOWNED	How Long Has the Owner Owned Rental Property  1 = Less than 1 year 2 = 1 up to 3 years 3 = 3 up to 5 years 4 = 5 up to 10 years 5 = 10 years or more 8 = Not reported 9 = Not applicable (Institutional owner)	S301	1	548
CMPLQUES	Who Completed the Questionnaire  1 = Property owner 2 = Property manager 3 = Other agent of owner 8 = Not reported	S302	1	549
RENTBGIN	Rental Receipts-Time Period for Res. Receipt - Beginning  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported	S303	4	550-553
RENTEND	Rental Receipts-Time Period for Res. Receipt - End  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported	S304	4	554-557
OCSTBGIN	Operating Costs - Time Period for Receipt-Beginning  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported	S305	4	558-561

NAME	DESCRIPTION	NO.	SIZE	LOCATION
OCSTEND	Operating Costs - Time Period for Receipt - End  0193 = January 1993 .. .. 0396 = March 1996 (latest date possible) 9998 = Not reported	S306	4	562-565
FINSUWGT	Final Single-Unit Property Weight  Note: The final weight has 4 implied decimals	S307	9	566-574



# HIGHEST POSSIBLE MEAN VALUE ABOVE TOPCODE

## POMS MULTI-UNIT

<u>No.</u>	<u>Location</u>	<u>Variable Name</u>	<u>Mean Value</u>
M5	10	RENT	1699
M38	81	BLDGNUM	151
M39	84	OCCUPNUM	01187
M40	89	VACSALE	0085
M41	93	VACRENT	0180
M42	97	VACSLRN	0142
M43	101	VACNUM	046
M44	104	FURNSNUM	0406
M45	108	RENTFREE	014
M86	178	RENTRCPT	007630535
M90	195	CMRCRENT	001145608
M93	210	ADVCCSTS	00153670
M94	218	AUTOCOST	00030382
M95	226	CLEANCST	00241834
M96	234	COMMCOST	00083469
M97	242	INSURCST	00198629
M98	250	LEGALFEE	00106187
M99	258	MGMTFEES	00448834
M100	266	MTGINT	02821727
M101	274	MTGINS	00424886
M102	282	OTHERINT	00857427
M103	290	REPAIRS	00923967
M104	298	SUPPLIES	00477469
M105	306	RETAXES	00739179
M106	314	UTILCOST	00887748
M107	322	RFERCOST	00057567
M108	330	LAWNCOST	00131336
M109	338	TRSHCOST	00091133
M110	346	LABRCOST	01502258
M111	354	GRNDRENT	00668000
M112	362	OTHOPCST	02073341
M192	476	SEC8UNIT	00323
M280	579	PURPRICE	040700041
M283	592	VALUE	059018046
M304	632	MTG1AMT	033121335
M310	650	MTGPYMT	00237609

# HIGHEST POSSIBLE MEAN VALUE ABOVE TOPCODE

## POMS SINGLE-UNIT

<u>No.</u>	<u>Location</u>	<u>Variable Name</u>	<u>Mean Value</u>
S5	10	RENT	1748
S67	133	RENTRCPT	021348
S70	145	ADVCOST	01247
S71	150	AUTOCOST	03034
S72	155	CLEANCST	03071
S73	160	COMM COST	02354
S74	165	INSURCST	01846
S75	170	LEGALFEE	04610
S76	175	MGMTFEES	02733
S77	180	MTGINT	13127
S78	185	MTGINS	04996
S79	190	OTHERINT	13608
S80	195	REPAIRS	08839
S81	200	SUPPLIES	02176
S82	205	RETAXES	06455
S83	210	UTILCOST	07825
S84	215	RFERCOST	02100
S85	220	LAWNCOST	02400
S86	225	TRSHCOST	00822
S87	230	LABRCOST	04675
S88	235	GRNDRENT	04330
S89	240	CONDOCST	04427
S90	245	OTHOPCST	06071
S250	443	PURPRICE	0284775
S253	454	VALUE	0415926
S274	492	MTGIAMT	0257666
S280	508	MTGPYMT	02768



## SOURCE AND ACCURACY STATEMENT

Property Owners and Managers Survey, 1995-1996

### SAMPLE DESIGN

#### POMS Sample

The purpose of the Property Owners and Managers Survey (POMS) was to collect information from the owners and managers of rental properties on a wide range of topics about how they manage their units.

The POMS sample was selected from the 1993 AHS-National sample units. All units that fell into the following five categories from the 1993 AHS-National sample were selected for the POMS sample. There were 17,706 units falling into these classifications.

1. renter occupied in 1993
2. vacant for rent in 1993
3. vacant for sale or rent in 1993
4. rented, but not yet occupied in 1993
5. noninterviews in 1993 (units eligible for interview but for which we couldn't obtain an interview after repeated visits) that were either renter occupied, vacant for rent, vacant for sale or rent, or rented but not yet occupied in the 1989 or 1991 AHS-National surveys.

An additional selection criteria for the POMS sample was that it contain one 1993 AHS-National sample unit per property. In order to meet this selection criteria, we used AHS-National addresses and owner information to classify units into properties. Mobile home units were counted as a single property (the park was not considered a property). We then selected one AHS-National unit per property and dropped all remaining units from the POMS sample. We dropped 1,438 units in this sample reduction.

There were 16,268 units remaining in the POMS sample after the sample reduction.

Table 1 summarizes the 16,268 POMS sample units by POMS interview status and interview mode:



Table 1. Number of POMS Sample Units by POMS Interview Status and Interview Mode					
Dates	Interview Mode	Interview Status			Total by Interview Mode
		Interviews	Out-of-Scope Units <sup>1</sup>	Noninterviews <sup>2</sup>	
Nov, 1995-Feb, 1996	Mail Returns	1,980	394	11	2,385
March, 1995-June, 1996	Telephone or Personal Visit Follow-up	6,278	2,596	5,009	13,883
Nov, 1995-June, 1996	Total by Interview Status	8,258	2,990	5,020	16,268

- <sup>1</sup> Out-of-scope units are given by the following:
- part of a property owned by a public housing authority
  - owned by the United States military or by any other Federal Agency
  - vacant, available for sale only
  - vacant, but not available for sale or rent
  - occupied by the owner of the property
  - used primarily as a second or vacation home by the owner or people who rent on a daily, weekly, or short-term basis
  - rental at the time of the 1993 AHS-National survey but no longer rental at the time of the POMS
  - units that became rental after the 1993 AHS-National survey (i.e., owner units that became rental)

- <sup>2</sup> We weren't able to complete follow-up procedures for 2,601 of the 5,009 units that we classified as noninterviewed units due to time constraints.

### AHS-National Sample

We selected the AHS-National sample according to the following: First, we divided the United States into areas made up of counties or groups of counties and independent cities, which we refer to as primary sampling units (PSU's). We selected a sample of these PSU's. Then we selected a sample of housing units within these PSU's.

**Selection of sample areas.** The AHS sample is spread over 394 PSU's. These PSU's cover 878 counties and independent cities with coverage in all 50 States and the District of Columbia. If there were a sufficient number of housing units in a PSU; the PSU was known as a *self-representing* PSU and was in sample with certainty. The sample from the PSU represents only that PSU. There are 170 self-representing PSU's.



We grouped the remaining PSU's into strata and selected one PSU per stratum to represent all PSU's in the stratum. We refer to these PSU's as *nonselself-representing PSU's*. The sample of nonself-representing PSU's for AHS are a subsample of the Current Population Survey's (CPS) sample areas.

**Selection of sample housing units.** The AHS sample consists of the following housing units:

Housing units selected from the 1980 census

New construction in permit issuing areas

Housing units missed in the 1980 census

Other housing units added since the 1980 census

**Housing units selected from the 1980 census.** We selected a sample of housing units from the 1980 decennial census files using an overall sampling rate of about 1 in 2,148. We determined the within-PSU sampling rate so the overall probability of selection for each sample housing unit was the same (e.g., if the probability of selecting a NSR PSU was 1 in 10, then the within-PSU sampling rate would be 214.8).

We classified the areas within a PSU into two types based on (a) the completeness of the addresses in the areas that make up the PSU and (b) the presence of a system to monitor new construction through building permits. The two types of areas were known as address enumeration districts (ED's) or area ED's. We selected the sample of 1980 census units differently in the two types of areas.

In *address ED's*, most of the housing-unit addresses were complete, and the construction of new housing units was monitored by building permits. We selected a sample of housing units from the list of units that received long-form questionnaires in the 1980 census.

We also used the census files to select a sample of living quarters in address ED's that did not meet the definition of a housing unit (e.g., military barracks, college dorm). We used this sample to identify units that converted to housing units after the 1980 census.

In *area ED's*, 4 percent or more of the 1980 census addresses were either incomplete or inadequate or new construction was not governed by building permits (mostly rural areas).

We selected a sample of housing units from the list of units that received 1980 census long-form questionnaires in several steps. First, we grouped area ED's based on certain characteristics of interest. Then we selected a systematic sample of ED's. We selected a sample of land areas in these ED's. Finally, we selected a sample of housing units that received 1980 census long forms within the land areas.

**New construction in permit issuing areas.** The building permit frame covers only non-mobile home new construction. We selected the sample of permit new construction housing units from permits that were expected to be completed after April 1, 1980. In certain permit areas and for structures of certain sizes, we included permits issued as early as March 1979. But, for the most part, we included permits issued since July 1979. Within each PSU, we selected building permits monthly, based on certain geography characteristics.



We created clusters of approximately four housing units and subsampled units within these clusters at the rate of 1 in 4, yielding clusters of size 1. The overall probability of selection of these units is about 1 in 2,148.

**Housing units missed in the 1980 census.** The Census Bureau conducted a special study, called the Housing Unit Coverage Study (HUCS), as part of the 1980 census. This study identified units at addresses missed or inadequately defined in the 1980 census. We included a sample of the units identified in the HUCS in the AHS sample.

**Housing units added since the 1980 census.** We picked up two other types of units added since the 1980 census: (a) units added within structures containing sample units and (b) whole structure additions that did not contain living quarters at the time of the 1980 census.

*Within structure additions.* These additions have a chance of being in sample because there is at least one unit that existed at the time of the 1980 census that was eligible for selection. We identified these adds in structures with at least one unit selected from the 1980 census sample and the HUCS sample. We also picked up adds in permit new construction, e.g., units added since the structure was completed.

*Whole structure additions.* These types of additions are units in structures that contained no living quarters at the time of the 1980 census. We used area sampling methods to identify these in all types of areas. Under area sampling, we list all housing units within a land area and then select a systematic sample.

Refer to the Current Housing Report H/150/93, 'American Housing Survey for the United States in 1993', for further details on the AHS-National sample design.

## **POMS WEIGHTING**

The POMS weighting procedures produced unit-level weights that can be used to produce unit-level estimates of POMS characteristics. These estimates represent the universe of units in rental properties in 1993 that were still rental properties for the POMS.

We assigned each POMS unit a weight to reflect the probability of selection. We determined this weight by using the AHS probability of selection weight adjusted for the POMS one unit per property reduction. The remaining steps in the POMS weighting procedure are described below.

We made adjustments to the POMS interviewed units to account for units that could not be interviewed. Out-of-scope units were excluded from this procedure. We used 1993 AHS-National sample information to classify each POMS interviewed and noninterviewed unit into noninterview adjustment cells. If the 1993 AHS-National characteristic was not available, we used the AHS-National characteristic from 1991 or 1989. The cells included the following characteristics:

Geography (region, MSA status, urban/rural)

Units in structure

Number of rooms





We computed a factor for each cell and applied it to the corresponding interviewed units in the cell. The factors for each cell equaled the following ratio:

$$\frac{\text{Interviewed housing units} + \text{Noninterviewed housing units}}{\text{Interviewed housing units}}$$

The remaining steps involved a four stage ratio estimation procedure that adjusted for the following: (a) sampling of nonself representing PSU's, (b) known sampling deficiencies in new construction, (c) differences between sample estimates and independent estimates of assisted rental units and (d) differences between the sample estimates and independent estimates of key renter characteristics for total housing units.

The *first stage* of this procedure reduced the portion of the variance due to the sampling of nonself-representing PSU's. The procedure accounted for differences that existed at the time of the 1980 census between the survey housing units estimated from the nonself-representing sample PSU's and the 1980 census count of housing units from all nonself-representing strata.

We computed factors accounting for these differences separately for the following characteristics: (a) region, (b) tenure, (c) metropolitan area status, and (d) urban or rural status. In addition, we use ethnicity (Hispanic, non-Hispanic) in the South and West regions and race (Black, non-Black) in the South region.

The first stage factor equaled the following ratio:

$$\frac{\text{1980 census housing units for all nonself-representing strata in a cell}}{\text{Number of 1980 housing units in the same cell estimated from the sampling of nonself-representing PSU's}}$$

We calculated the numerators of the ratios by summing the 1980 census housing unit counts for each cell across all nonself-representing strata. We computed the denominators by weighting the 1980 census housing unit counts from each nonself-representing sample PSU by the inverse of the probability of selection for that PSU. Then we summed the weighted counts across all nonself-representing sample PSU's.

We applied the first stage ratio estimate factor to all POMS sample units in nonself-representing PSUs excluding noninterviews.

The *second stage* of the ratio estimation procedure adjusted the POMS sample estimates of new construction (i.e., units built since the 1980 census) to account for known deficiencies. Noninterviews were excluded from this procedure.

We classified the POMS interviewed and out-of-scope units into cells using the 1993 AHS-National sample characteristics. For nonmobile homes, we classified units into cells using characteristics for year built, units-in-structure, and region. For mobile homes, we classified units into cells using characteristics for model year and region.



We then computed factors separately for each cell. The second stage factor equaled the following ratio:

$$\frac{\text{AHS-National sample estimate for a cell}}{\text{POMS sample estimate in that cell}}$$

We computed the denominators of the above ratio by summing the existing POMS weight on each POMS interview and out-of-scope record after the first stage of ratio estimation over all records in a cell. We computed the numerators of the above ratio by summing the 1993 AHS-National final weight over all 1993 AHS-National interviewed records in a cell. The AHS-National new construction sample estimates reflect the ratio estimation to independent new construction controls that were based on the Survey of Construction and Survey of Mobile Home Placements. Refer to the Current Housing Report H/150/93, 'American Housing Survey for the United States in 1993', for further details on the AHS-National new construction ratio estimation procedure.

We applied the factor from this step to all POMS units in the cell excluding noninterviews.

The *third stage* of the ratio estimation procedure adjusted the POMS sample estimates to independent estimates of assisted rental units<sup>1</sup>. Noninterviews were excluded from this procedure.

We classified POMS interviewed and out-of-scope units into the following four cells:

1. 1993 rental housing units under the management of a public housing authority<sup>2</sup>
2. 1993 rental housing units in assistance projects under the management of a private sponsor<sup>2</sup>
3. 1993 rental housing units with certificate and voucher holders<sup>3</sup>
4. 1993 rental housing units that aren't assisted (all POMS units not in cells 1-3)

We then computed the third stage ratio estimate factor for each cell using the following ratio:

$$\frac{\text{independent estimate of housing units for a cell}}{\text{POMS sample estimate of housing units in that cell}}$$

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<sup>1</sup>"assisted rental units" refers to the following units: rental units in assisted projects under the management of private sponsors; rental units under a public housing authority; and rental units containing voucher and certificate holders. Examples of assistance programs include rental units that received cash receipts from old age assistance, aid to families with dependent children, and aid to the blind or totally disabled.

<sup>2</sup>HUD determined the rental housing units in assistance projects under the management of a public housing authority or under the management of a private sponsor

<sup>3</sup>The Census Bureau took lists of 1993 AHS-National renter households to all identifiable local agencies who manage the certificate and voucher programs in the areas in which the AHS-National is conducted. The Census interviewers matched their AHS-National renters against the local agency files of certificate and voucher holders. The AHS-National units matching to the local agency files were defined as voucher and certificate renter assisted units.



We computed the denominators of the above ratio by summing the existing POMS weight on each record after the second stage of ratio estimation over all records in a cell. For the numerator of assisted rental units (cells 1-3), we based our independent estimates on HUD's estimate of the total number of 1993 rental units in the cell. For cell 3, we obtained the independent estimate by multiplying the undercoverage factor from the 1993 AHS-National certificate and voucher weighting by the POMS sample estimate of cell 3 after the second stage ratio estimation.

For the numerator of the cell with housing units that weren't assisted (cell 4), we used the final weighted estimate of renter units using the 1993 AHS-National survey and subtracted out the independent estimates of assisted housing units (cells 1-3). The AHS-National sample estimates reflects the ratio estimation to independent controls of total housing units that were based on the 1990 census, the Current Population Survey, and the Housing and Vacancy Survey. Refer to the Current Housing Report H/150/93, 'American Housing Survey for the United States in 1993', for further details on the AHS-National ratio estimation procedures.

Then we applied the factor from this step to all POMS units in the cell excluding noninterviews.

The *fourth stage* of the ratio estimation procedure adjusts the POMS sample estimates of 1993 total renter housing units to the 1993 AHS-National sample estimate of total renter housing units. This procedure was done separately for 1993 renter occupied and 1993 vacant rental units. Noninterviews were excluded from this procedure.

We classified the POMS interviewed and out-of-scope units into cells using the AHS-National sample characteristics from 1993 or 1991 or 1989.

For POMS interviewed and out-of-scope units which were occupied for the 1993 AHS-National sample, we classified units into cells using the following AHS-National characteristics:

Region

Race of head of household (Black and non-Black)

Marital Status/Sex of head of household (married, other male, other female)

Age of head of household

For POMS interviewed and out-of-scope units which were vacant for the 1993 AHS-National sample, we classified units into cells using the following AHS-National characteristics:

Region

Metropolitan Statistical Area status



We then computed the fourth stage factor for each cell using the following ratio:

$$\frac{\text{AHS-National sample estimate of total housing units for a cell}}{\text{POMS sample estimate of total housing units in that cell}}$$

We computed the denominators of the above ratio by summing the existing POMS weight on each POMS interview and out-of-scope record after the third stage of ratio estimation over all records in a cell. We computed the numerators of the above ratio by summing the 1993 AHS-National final weight over all the 1993 AHS-National interviewed records in a cell. The AHS-National sample estimates reflect the ratio estimation to independent controls of total housing units. Refer to the Current Housing Report H/150/93, 'American Housing Survey for the United States in 1993', for further details on the AHS-National ratio estimation procedures.

We applied the factor from this step to all POMS units in the cell excluding noninterviews.

We repeated the second stage, third stage and fourth stage ratio estimation procedures to bring the POMS sample estimates into closer agreement with the independent estimates. We used the final weight resulting from all iterations as the final weight for the POMS sample.

As a result of these ratio estimation procedures, the sampling error for most statistics is less than if the sample were simply weighted by the inverse of the probability of selection.

## **NONSAMPLING ERRORS**

We classify nonsampling errors into three groups: wrong answers, coverage errors, and nonresponse errors. These errors occur for many reasons and are usually the largest source of errors, larger than sampling errors.

**Wrong answers.** There are many reasons for wrong answers. The interviewers may affect the accuracy of the response by the way they ask the questions or by recording the data incorrectly. People may misunderstand questions, cannot recall the correct answer or do not want to give the right answer.

Since this is the first time the POMS questionnaires were used, questions may exist that are unclear to respondents. Unclear questions are usually revised based on studies of response for a survey which is done multiple times. As with any first time survey such as POMS, users should be wary of the potentially high level of wrong answers when drawing conclusions from the data.

Answers given may depend on the interview mode. There may be differences in interpreting questions between the three POMS interview modes (mail return, telephone follow-up, personal visit follow-up). POMS did not attempt to analyze differences between the interview modes.

Respondents may give different answers when they're asked the same questions at different times (response inconsistency). POMS could not catch and reconcile these inconsistencies so wrong answers still remain. The rate of response inconsistency and wrong answers vary by question. In general, questions measuring attitudes, opinions, or more subjective aspects tend to have higher response inconsistency rates than other items for surveys. The following are two examples of these types of questions: 1) How often did vandalism, theft, violence or drug usage happen in the last two years? and 2) How would you describe the legal requirements





for eviction in this jurisdiction? Users should be wary of the potentially high level of response inconsistency for these types of questions when drawing conclusions from the data.

**Coverage Errors.** Each home in the POMS sample represents a large number of other homes. However, because of incomplete sampling lists (i.e., undercoverage), the homes in the survey do not fully represent all homes in the country. Therefore, the raw numbers from the survey are raised proportionally so that the POMS estimates of the total number of housing units match independent estimates of the total number of homes. These independent estimates are based on the 1990 Census of Housing, plus changes since then. The types of units that have known coverage deficiencies are given in Table 2.

**Table 2. Undercoverage Units**

Type of unit	Reason for undercoverage
Mobile homes . . . . .	Poor coverage of new mobile home parks in address enumeration districts
Conventional new construction . . . . .	Permits issued fewer than 6 months before interviewing are not considered
New construction in special places (e.g., hotels, rooming houses, staff quarters, etc) . .	Not covered
Whole structure additions . . . . .	These units are chosen with the aid of screening questions. Eligible units could be missed and ineligible units included because of incorrect answers to the screening questions.
Conversions from nonresidential units . . . . .	Nonresidential units at the time of the 1980 census which converted to residential units were missed.

**Nonresponse Errors.** There are two types of nonresponse. The first is item nonresponse and refers to partial interviews where information is not given for all items. The second is noninterviews where no information is collected about the sample unit. These two types of nonresponse were handled differently, as described below, and have the potential to introduce nonsampling error into the data.

#### Item Nonresponse

We assigned (imputed) values for units-in-property item nonresponse using AHS or POMS information. If AHS data from a prior year was available we used it. Otherwise, we used data from another POMS interview that was located geographically near the unit without data. We did this imputation separately by single and multi unit structures. This will cause nonsampling errors if our imputed values are different than the actual values. This was done for about 5 percent of the units in multi-unit structures.

Item nonresponse error also exists for items for which there are no imputations (not reported). The totals by



item are distorted since they are based on reported cases only. The percentages by item may be distorted depending on how the nonresponse cases are distributed by the categories of that item.

The percent of not reported responses varied by item. In general, the percent of items not reported was less than 6% for characteristics pertaining to rental units, ranged 20-50% (multi unit properties) and 10-30% (single unit properties) for owner-oriented questions (acquisition and financing of the property and characteristics of the owner), and was less than 15% for the other items. Exceptions to these percentages include items pertaining to operating costs (15-50%), rental receipts, and items pertaining to characteristics of problem tenants and the manner in dealing with undesirable behavior and the restrictions/regulations (15-35%). Users should be wary of drawing conclusions for items with high "not reported" rates.

### Noninterviews

Noninterviews were attributed to unit refusal, units which couldn't be located, and units that we couldn't complete the follow-up procedures for due to time constraints. Overall, POMS had a 38% nonresponse (noninterview) rate. The nonresponse rate varied somewhat by characteristic as shown below:

#### Nonresponse Rate by Type of Property (Percent)

Characteristic	Multi Unit Properties	Single Unit Properties
U.S. Total	40	36
Region		
Northeast	38	41
Midwest	35	32
South	39	30
West	48	42
MSA		
Central City	42	38
Balance	45	36
nonMSA	29	25

These noninterviews are represented in the POMS estimates by the noninterview adjustment step in the POMS weighting procedures (see POMS Weighting). The noninterview adjustment assumes that interviewed units of similar size and geographic location (i.e., region, MSA, urban/rural) can adequately represent the POMS characteristics of these noninterviews. This assumption is never exactly true so some nonresponse nonsampling error still exists for the POMS estimates. Since POMS had very high nonresponse rates, the potential for a relatively high level of nonresponse nonsampling error does exist for POMS and it could be the most severe type of nonsampling error for this survey.

### **SAMPLING ERRORS**



**Definition.** Error from sampling reflects how estimates from a sample vary from the actual value. (Note: "actual value" means the value that would appear if all housing units had been interviewed, under the same conditions, rather than only a sample). A confidence interval is a range which contains the actual estimate with a specified probability.

**Counts.** Sample estimates from POMS are counts of housing units (e.g., number of units with a year built of 1985-1989). These counts have error from sampling. Table 3 gives a convenient list of errors for a range of numbers. These errors are an overestimate for most items. As with the other types of errors, readers should be wary of numbers with large errors from sampling.



**Table 3. Errors from Sampling to Compute a 90 Percent Confidence Interval**

When the number of units is one the following numbers-	The chances are 90 percent that the actual value is inside the range of plus or minus-
0 .....	4,230
10,000 .....	10,665
20,000 .....	15,080
100,000 .....	33,678
200,000 .....	47,554
500,000 .....	74,840
1,000,000 .....	105,011
2,000,000 .....	146,135
5,000,000 .....	219,417
10,000,000 .....	280,723
15,000,000 .....	303,289
18,000,000 .....	302,490
21,000,000 .....	291,071

Source: These errors were computed based on a formula in table 4a or 4b with high error. This table represents a conservative example.

The error from sampling cannot be known exactly. We approximate it using the following error formula for constructing a 90 percent confidence interval:

$$1.64 \times \sqrt{4,230 \times A + 0.000130 \times A^2}$$

where A is a number (a count of units).

This formula is an overestimate for most items. To get a more accurate estimate, use the appropriate formula in Table 4a. or 4.b.

For example, the error from sampling for an estimate of 300,000 units (i.e., A = 300,000) is:

$$1.64 \times \sqrt{4,230 \times 300,000 + 0.000130 \times 300,000^2} = 58,152.$$





The 90 percent confidence interval can then be formed by adding and subtracting this error to the survey estimate of 300,000 (i.e.,  $300,000 \pm 58,152$ ). Statements such as "the actual value is in the range  $300,000 \pm 58,152$  (241,848 to 358,152)" are right 90 percent of the time and wrong 10 percent of the time.<sup>4</sup>

**Percents.** Any subgroup can be shown as a percent of a larger group. The error from sampling for a 90 percent confidence interval for this percent is:

$$1.64 \times \sqrt{4,230 \times P \times (100 - P) / A}$$

where P is the percent; A is the denominator, or base of the percent.<sup>5</sup>

This formula is an overestimate for most items. To get a more accurate estimate, replace the first number under the square root sign with the first number under the square root sign of the appropriate formula in Table 4.a or 4.b.

For example the error from sampling for a 90 percent confidence interval for 40 percent of 200,000 is:

$$1.64 \times \sqrt{4,230 \times 40 \times 60/200,000} = 11.7$$

Statements such as "the actual percent is in the range 28.3 percent to 51.7 percent" are right 90 percent of the time.

Note that when a ratio C/D is computed where C is *not* a subgroup of D (for example the number of units having owners with limited partnership as a ratio of the number of units with owners of general partnership) the error from sampling is different. The error from sampling for a 90 percent confidence interval for a ratio C/D<sup>6</sup> is:

$$(C/D) \times \sqrt{((\text{error for } C) / C)^2 + ((\text{error for } D) / D)^2}$$

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<sup>4</sup>The formula in the text is based on 1.64 times the error from sampling. This formula gives "90 percent confidence interval errors." For 95-percent confidence interval errors multiply by 1.96 instead of 1.64; for 99-percent confidence multiply by 2.58 instead of 1.64.

<sup>5</sup>This formula is actually  $1.64 \times \sqrt{(p(100 - p)/n)}$  since  $4,230/A$  adjusts the data to the effective sample size.

<sup>6</sup>The error for C should be interpreted as the error for a 90-percent confidence interval for C. Likewise, the error for D should be interpreted as the error for a 90-percent confidence interval for D.



**Medians.** The following steps calculate the error from sampling for a 90 percent confidence interval for medians.<sup>7</sup>

Steps for Calculations	the formula	an example	your data
How many total units is the median based on (in thousands, exclude 'not reported')?	A	200,000	_____
What are the endpoints of the category the median is in?	X - Y	\$50-74	_____
What is the width of this category (in dollars, rooms, or whatever the item measures)?	W	\$25	_____
How many housing units are in this median category (in thousands)?	B	30,000	_____
Then the error from sampling for the median is approximately: <sup>8</sup>	$\frac{53.33 \times W \times \sqrt{A}}{B}$	$\frac{53.33 \times 25 \times \sqrt{200,000}}{30,000}$	_____
		= \$20	
The 90 percent confidence interval for the median is:	median $\pm \frac{53.33 \times W \times \sqrt{A}}{B}$	median $\pm$ \$20	_____

<sup>7</sup>For small bases use the more accurate approach in table 5.

<sup>8</sup>The factor 53.33 is a conservative estimate for most items. For a better approximation, find the appropriate formula in table 4 and divide the first number under the square root sign by 4,230. Take the square root of this answer and multiply by 53.33 to get your factor.



**Differences.** Two numbers (representing the number of units for two POMS characteristics), like 34,000 and 40,000 or 40 percent and 45 percent have a "statistically significant difference" if their ranges of error from sampling for a 90- percent confidence interval do not overlap. When ranges of error for a 90-percent confidence interval do overlap, numbers are still statistically different if the result of subtracting one from the other is more than:

Formula<sup>9</sup>

$$\sqrt{(\text{error for first number})^2 + (\text{error for second number})^2}$$

For example, if the first number is 34,000 with an error of 19,657 and the second number is 40,000 with an error of 21,319, then the 90 percent confidence interval error for this difference of 6,000 is:

$$\sqrt{19,657^2 + 21,319^2} = 28,999$$

Since the difference is less than this error, these two numbers are not statistically different.

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<sup>9</sup>Error for first number should be interpreted as the error for a 90-percent confidence interval for the first number. Likewise, error for second number should be interpreted as the error for a 90-percent confidence interval for the second number.



# Error Formulas from Sampling to Compute a 90-percent Confidence Interval

Use the formulas in table 4a for single unit properties. Use the formulas for all items in each region/MSA and for the U.S. except as noted for mobile homes and for single family attached house.

Use the formulas in table 4b for multi unit properties. Use the formulas for all items in each region/MSA and for the U.S. except as noted for units-in-property 20+.

Table 4a. Error Formulas From Sampling to Compute a 90-Percent Confidence Interval for Single Unit Properties

Item	Error formulas
All Items Excluding Mobile Home and Single family attached house	
U.S.	
Northeast	$1.64x\sqrt{3,852xA} \quad 0.000195xA^2$
Midwest	
West	
Central City . . . . .	
South	
Balance . . . . .	$1.64x\sqrt{4,103xA} \quad 0.000051xA^2$
Outside MSA . . . . .	$1.64x\sqrt{3,760xA} \quad 0.001315xA^2$
Single family attached house . . . . .	$1.64x\sqrt{3,760xA} \quad 0.001315xA^2$
Mobile Home . . . . .	$1.64x\sqrt{4,696xA} \quad 0.004653xA^2$

Note: The formulas are based on 1.64 times error from sampling. These formulas give 90-percent confidence interval errors. For 95-percent confidence interval errors multiply by 1.96 instead of 1.64; for 99-percent confidence interval errors, multiply by 2.58 instead of 1.64.





Table 4b. Error Formulas From Sampling to Compute a 90-Percent Confidence Interval for Multi Unit Properties

Characteristics	Error formulas
All Items Excluding Units-in property 20+	
U.S.	
Northeast	
Midwest	
South	
West . . . . .	$1.64x\sqrt{4,230x4} \quad 0.000130x4^2$
Central City	
Balance . . . . .	$1.64x\sqrt{4,057x4} \quad 0.000042x4^2$
Outside MSA . . . . .	$1.64x\sqrt{5,192x4} \quad 0.002763x4^2$
Units-in property 20+ . . . . .	$1.64x\sqrt{3,972x4} \quad 0.000333x4^2$

Note: The formulas are based on 1.64 times error from sampling. These formulas give 90-percent confidence interval errors. For 95-percent confidence interval errors multiply by 1.96 instead of 1.64; for 99-percent confidence interval errors, multiply by 2.58 instead of 1.64.



Table 5. Calculation of the 90-Percent Confidence Interval for Medians

The following steps calculate the 90-percent confidence interval for medians. First we give some hypothetical cost data to work with (all numbers are in thousands):

		Cumulative number of housing units
Total housing units	209,000	
Less than \$25	50,000	50,000
\$25 to \$49	45,000	95,000
\$50 to \$74	30,000	125,000
\$75 to \$99	20,000	145,000
\$100 or more	55,000	200,000
Not reported	9,000	-
Median	\$54	-

Steps for Calculations	Formula	Bottom Limit		Top Limit	
		Example	Your data	Example	Your data
How many total units is the median based on (in thousands, exclude 'not reported' and 'don't know')?	A	200,000			
Half the total, for the Median (in thousands) . . . . .	A/2	100,000			
Error from sampling for 50 percent of the base of this median (1st line) <sup>10</sup> . . . . .	$5.33\sqrt{A}$	12			
Multiply this percentage error by .01 to turn into a fraction and by total units to give the error in housing units . . . . .	$53.33\sqrt{A}$	23,850			
Bottom of error range (2nd line minus 4th line, in thousands) . . . . .	B <sub>bottom</sub>	* 76,150			
Top of error range (2nd line plus 4th line, in thousands) . . . . .	B <sub>top</sub>			* 123,850	
* Start adding up the housing units in the table, category by category, cumulatively from the beginning of the table, until you exceed the starred number above. What interval does the starred number fall in? . . . . .		\$25-\$49		\$50-\$74	
How many housing units are in all the categories before this one (in thousands)? . . . . .	C	50,000		95,000	
How many housing units are in this category (in thousands)? . . . . .	D	45,000		30,000	
What is the bottom limit of this category (in dollars, rooms, or whatever the item measures)? . . . . .	E	\$25		\$50	
What is the bottom limit of the next category (in dollars, rooms, etc)? . . . . .	F	\$50		\$75	
Formula to calculate the limits of confidence interval	$\frac{B-C}{D} (F-E) E$	$\frac{76,150-50,000}{45,000} (25) 25$		$\frac{123,850-95,000}{30,000} (25) 50$	
Limits of confidence interval (in dollars, rooms etc) . . . . .		\$40		\$74	

\* Starting with the starred step, this worksheet is equivalent to interpolation, for those who are familiar with this term.

<sup>10</sup>Statistical note: This formula is based on the error from sampling for 50 percent (using the formula above).

$1.64\sqrt{4.230 \times 50 \times (100 - 50)/A}$   $5.33\sqrt{A}$  This formula is an overestimate for most items. For a more accurate answer, replace the first number under the square foot sign with the first number under the square root sign of the appropriate formula in table 4a or 4b.



## USER NOTES

This section will contain information relevant to the *Property Owners and Managers Survey, 1995-1996* file that becomes available after the file is released. The cover letter to the updated information should be filed behind this page. User notes will be sent to all users who purchased their file or technical documentation from the Census Bureau.

